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ABSTRACT

The Urban Libraries Council's (ULC) Fast Facts Surveys are not intended to be scientific studies of the library community; rather, they are "snapshots" on topics of current interest. The topic of this survey is fees for library services. A total of 64 surveys were mailed to 1993 ULC member libraries in February 1993; 49 surveys were returned, resulting in a 77 percent response rate. The library service that most participating libraries charged a fee for was photocopying. The survey instrument is included, as well as the completed surveys and related documents. (JLB)

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IR054980

Survey Results

FEES

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Montgomery (AL) City-County Library
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Queens Borough (NY) Public Library
Saint Paul (MN) Public Library
San Antonio (TX) Public Library
Seattle (WA) Public Library
Spokane (WA) Public Library
Toledo Lucas County (OH) Public Library
Topeka & Shawnee County (KS) Public Library
Tulsa (OK) City-County Library
Worcester (MA) Public Library
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Section I.

Summary Report



Survey Results

FEES

Introduction

ULC Frequent Fast Facts Surveys are not intended to be scientific studies of the library community. They are "snapshots" on topics of current interest. Further analysis of the results is encouraged. To that end, completed survey instruments are included in Section II of this report.

About the Survey

Sixty-four surveys were mailed to 1993 Urban Libraries Council member libraries in February 1993. Forty-nine surveys were returned, resulting in a 77% response rate. A copy of the survey instrument appears on page 4. For each item 4 - 22, respondents were asked to note whether or not their library charges a fee for the service. If the library does not offer the service, respondents were asked to cross out the item. Respondents were also asked to list the fee charged, if any. This information may be found in the individual completed survey instruments and accompanying material (if submitted) in Section II. For item 23, respondents were asked to list any service charged for, but not included in items 4 - 22. Responses to item 23 may also be found in Section II. Items 24 - 26 are explained in the table.

Tabulated Results

Some percentages may not add up to 100 because of rounding. N = 49

		-	lo Fee)		es ee)		ot ered	7.	No	
		#	8	#	. %	#	8		nsw #	er %
4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15.	Placing Reserves Photocopies Online Searching Video Borrowing Library Tours Meeting Room Use Faxing (User's Matls.) Faxing (Library's Matls.) ILL to Patrons ILL to Borrowing Library Story Hours Library Programs Building Rental (Other than	25 1 20 42 49 25 10 26 36 49 48 16	51 2 41 86 100 51 20 53 73 80 100 98 33	22 48 28 7 0 24 6 14 12 9 0	45 98 57 14 0 49 12 29 24 18 0 0	1 0 0 0 0 0 29 5 0 0 0	2 0 0 0 0 0 59 10 0 0 0		0 1 0 0 0 0 1 1 1 1 1 1 1 3	0020008822026
17. 18. 19. 20. 21.	Meeting Room) Use of Rental Collections Books on Tape Renew Materials Loan Extension Library Cards Reference Calls	21 47 48 45 33 48	43 96 98 92 67 98	4 1 0 0 16	8 2 0 0 33 2	21 0 1 4 0	43 0 2 8 0	(3 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	6 2 0 0 0



Survey Results

FEES

For this question, respondents were asked if their library has a policy or rationale for determining what kinds of services they charge for and which ones are available at no cost.

			No	
	No	Yes	Answer	
	# %	<i>#</i> %	# %	
Library has policy?	30 61	15 31	4 8	

- For this question, respondents were asked whether state legislation addresses the subject of fees for services. Responses are listed here. Three respondents (6%) gave no answer. Some respondents checked more than one response (most frequently B. and C., which are not mutually exclusive), so responses total more than 100%.
 - A. doesn't address fees for service

 - B. permits charging fees for service
 C. prohibits charging fees for <u>basic</u> service
 D. prohibits charging fees for <u>any</u> service



26. For this question, respondents were asked if they are experiencing increased interest or pressure from decision makers in their areas to charge fees for library services.



Comments

Several questions require some explication. Question 6, for example, "does your library charge for online searching," had a wide variety of responses. In some cases if the patron specifically requested an online search, actual costs were charged to the patron. But if the librarian used online searching to answer a patron's question, costs were not charged to the patron. Several libraries responded that they do not charge for the first "X" dollars of online search costs incurred. In cases where patrons are ever charged all or a portion of the online search costs, the response was deemed to be positive.

Question 9, "does your library charge for meeting room use," also received a variety of responses. The most common was that notfor-profit groups were charged different rates (or none at all) from those charged for-profit groups. Again, if any group is ever charged for meeting room use, the response was listed as "yes."



Survey Results

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Question 21, "does your library charge for library cards," caused some confusion. Most of those responding positively noted that their libraries charged only for lost or replacement cards. Several noted that their libraries assess fees for borrowing privileges to non-resident users. In both cases, responses were considered positive, i.e., there is <u>some</u> charge for <u>some</u> library cards, though none appeared to charge for original cards to resident patrons.

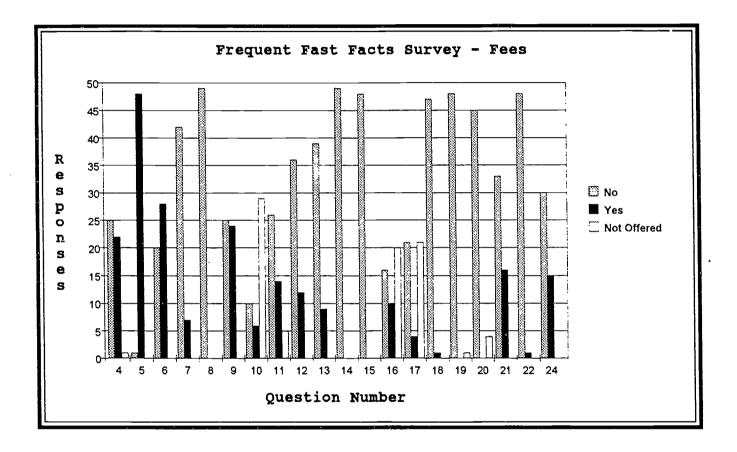


Pleas	e return usi	ing enclosed, p	ostage-paid envelope by 5 March 1993.	FEES
1.	Library	Name		Date
2.	Name of	Person Con	mpleting Survey	
3.	Phone _		Fax	
of serv when much cent	fees no vices to ther or h. Pleats per e	w being of the puber of the pub	requent Fast Facts Survey is charged by ULC member likelic. For each item below ibrary presently charges a specific as possible about lars per use, etc. If you all, please cross out the	praries for various bw, please indicate fee, and if so, how the charge, e.g., X ur library does not
				Amount
4.	No	Yes	Placing Reserves	
5.	No	Yes	Photocopies _	
6.	No	Yes	Online Searching	
7.	No	Yes	Video Borrowing	
8.	No	Yes	Library Tours	
9.	No	Yes	Meeting Room Use	
10.	No	Yes	Faxing (User's Materials)	
11.	No	Yes	Faxing (Library's Materials)	
12.	No	Yes	ILL to Patrons	
13.	No	Yes	ILL to Borrowing Library	
14.	No	Yes	Story Hours	
15.	No	Yes	Library Programs	
16.	No	Yes	Building Rental (Other than Meeting Room)	·
17.	No	Yes	Use of Rental Collections	

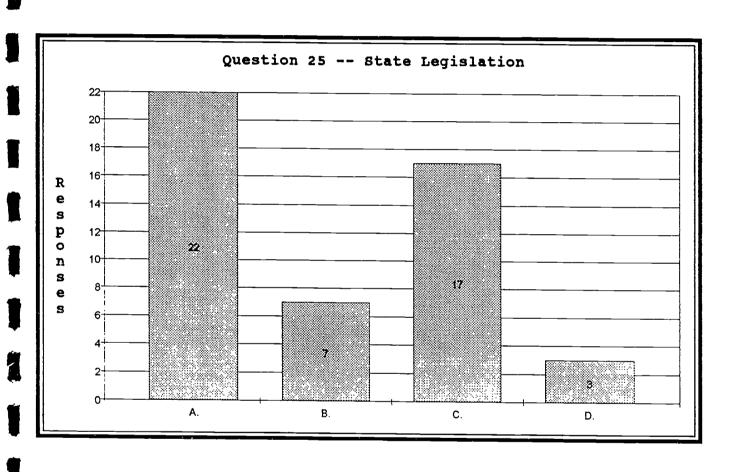


			FEES
18.	NoYes	Books on Tape	
19.	NoYes	Renew Materials	
20.	NoYes	Loan Extension	
21.	NoYes	Library Cards	
22.	NoYes	Reference calls	
23.	you currently cha	specify all other librar arge a fee and amount cha separate sheet if neces	rged. Do not include
24.	services your lik	licy/rationale for deter crary charges for and whice c users?NoYes :	ch ones are available
25.	issue of chargin	state legislation in yo g fees for public libra that applies best.	ur state address the ry services? Please
	State legisla State legisla service.	tion doesn't address fee tion permits charging fe ation prohibits chargi tion prohibits charging vice.	es for service. ng fees for <u>basic</u>
	Comments:		
26.	Are you experienc makers in your a	ing increased interest/p rea to charge fees for l	ressure from decision ibrary services?
	YesNo		
	Comments:		
27.	libraries unders	nything else that would he tand the situation in your es for some services.	nelp other ULC member our library regarding



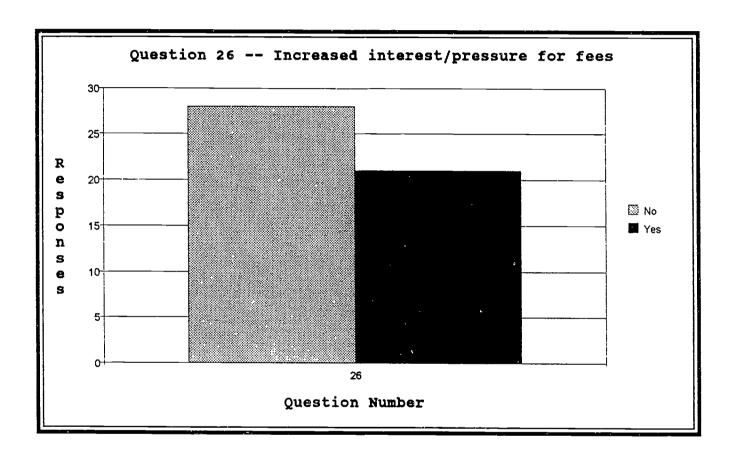


4. Placing Reserves 15. Library Programs 5. Photocopies 16. Building Rental (Other than 6. Online Searching Meeting Room) 7. Video Borrowing 17. Use of Rental Collections Library Tours Meeting Room Use 8. 18. Books on Tape 9. 19. Renew Materials 10. Faxing (User's Matls.) 20. Loan Extension 21. 11. Faxing (Library's Matls.) Library Cards ILL to Patrons 12. 22. Reference Calls 13. ILL to Borrowing Library 24. Library has fee policy? 14. Story Hours



25. State legislation:

- A. doesn't address fees for service
- B. permits charging fees for service
- C. prohibits charging fees for <u>basic</u> service
- D. prohibits charging fees for any service



FEES

Section II.

Completed Surveys

Please return using end	closed, postage-paid envelope by 5 March	7 1993. FEES
1. Library Name	e ALLEN CO. P.L.	Date 2/23/9
	son Completing Survey(
	424-724/ Fax	
ervices to the hether or not such. Please beents per day.	his Frequent Fast Facts Surveing charged by ULC member to public. For each item your library presently charge as specific as possible at Y dollars per use, etc. It is at all, please cross out	below, please indicate set a fee, and if so, how bout the charge, e.g.,
		<u>Amount</u>
. <u>X</u> No <u>Y</u>	es Placing Reserves	
No ×_Y	es Photocopies	104 per corsur
. <u>X</u> No <u>y</u>	es Online Searching	first \$15-no che
· <u>X</u> No <u></u> y	es Video Borrowing	
. <u>X</u> No <u> </u>	es Library Tours	
	es Meeting Room Use	
оиоу	es Faxing (User's Materials)	No user faxing
1. <u>No X</u> Y	es Faxing (Library's Materials)	v
2. <u>X</u> NoY	es ILL to Patrons	first #15 - no che
3. <u>No X</u> Y	es ILL to Borrowing Library	\$ 5.00 per lang
4. <u>X</u> No	es Story Hours	,
5. <u>X</u> No <u>y</u>	es Library Programs	
5. <u>X</u> No <u>y</u>	es Building Rental (Other than Meeting Room))
7. <u>X</u> NoY	es Use of Rental Collections	
3. <u>×</u> NoY	es Books on Tape	

Page	2			FEES
19.	<u>X</u> No	Yes	Renew Materials	
20.	$\overline{}$ No	Yes	Loan Extension	
21.	\times No	Yes	Library Cards	
22.	XNo	Yes	Reference calls	
23.	you cu	rrently charg	ecify all other libra e a fee and amount cha eparate sheet if nece	ry services for which arged. Do not include ssary
24.	servic	ces your libra	ry charges for and who	rmining what kinds of ich ones are available If so, please attach.
25.	issue	of charging	ate legislation in yo fees for public libra nat applies best.	our state address the ary services? Please
	Sta Sta Sta	ate legislatio ate legislati service.	on prohibits charging	es for service. ees for service. ing fees for <u>basic</u> g fees for any public
	Commer	nts:		
26.	makers	s in your area	g increased interest/p a to charge fees for	pressure from decision library services?
	Yes	s <u>N</u> o		
	Commer	nts:		
27.	libran	ries understar	hing else that would nd the situation in y for some services.	help other ULC member our library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

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Please return using enclosed,	postage-paid envelope by 5 March 19	93. FEES
1. Library Name Am	arillo Public Library	Date 2/19/93
2. Name of Person Co	ompleting Survey Greg T	homas
3. Phone (806) 378	-3054 Fax (806) 3	78-9327
services to the pu whether or not your much. Please be as cents per day, Y do	requent Fast Facts Survey charged by ULC member 1 blic. For each item be library presently charges specific as possible abou llars per use, etc. If yet all, please cross out the state of	ibraries for various low, please indicate a fee, and if so, how t the charge, e.g., x
		Amount
1. <u>No x</u> Yes	Placing Reserves	\$.35 per title
No <u>x</u> Yes	Photocopies	15¢ print; 25¢ film/fiche
. <u>χ</u> No <u>Y</u> es	Online Searching	
. <u>χ</u> No <u>Y</u> es	Video Borrowing	
. <u>χ</u> No <u>Y</u> es	Library Tours	
No X Yes	Meeting Room Use	\$6.00/hour refundable de
0. <u>χ</u> No <u>Y</u> es	Faxing (User's Materials)	
.1. <u>X</u> No <u>Y</u> es	Faxing (Library's Materials)	
.2. <u>X</u> No <u>Yes</u>	ILL to Fatrons	
.3. X No Yes	ILL to Borrowing Library	
4. <u>X</u> No <u>Y</u> es	Story Hours	
5. X No Yes	Library Programs	
.6. X No Yes	Building Rental (Other than Meeting Room)	
.7. X No Yes	Use of Rental Collections	
.8. X No Yes	Books on Tape	

Page	2			FEES
19.	X _N ο	Yes	Renew Materials	
20.	X No	Yes	Loan Extension	
21.	No	Yes	Library Cards	\$1.00 replacement fee
22.	X_No	Yes	Reference calls	
23.	you cu fines	rrently charg . Attach a so	ecify all other librar ge a fee and amount cha eparate sheet if neces sident fee for library car	rged. Do not include sary
24.	Do you servio	ı have a polic ces your libra	cy/rationale for deter cry charges for and whi sers? X No Yes	mining what kinds of ch ones are available
25.	issue	of charging	ate legislation in yo fees for public libra nat applies best.	ur state address the ry services? Please
	Sta	ate legislatio ate legislat: service.	on doesn't address fee on permits charging fe ion prohibits chargi on prohibits charging ce.	es for service. .ng fees for <u>basic</u>
	Commen	nts:		
26.	Are you	u experiencind s in your area	g increased interest/p a to charge fees for l	ressure from decision ibrary services?
	Yes	s X No		
	Commer	nts:		
27.	Please libra	e tell us anyt ries understa	thing else that would hand the situation in yo	nelp other ULC member our library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

charging user fees for some services.



	stage-paid envelope by 5 March 1	· · · · · · · · · · · · · · · · · · ·
Library Name	Jon Bec, Ho Bun . 20 A. 6 2 on pleting Survey W. Cham	Date 2 24.4
Name of Person Com	pleting Survey W.LA.	Media
Phone 708 - 586	- 2627 Fax 701	8-312-0196
rvices now being carvices to the publication not your labeled as spents per day, Y dollars	equent Fast Facts Survey harged by ULC member lic. For each item be ibrary presently charge pecific as possible abolars per use, etc. If all, please cross out	libraries for various elow, please indicates a fee, and if so, how out the charge, e.g., x
		Amount
No Yes	Placing Reserves	
NoYes	Photocopies	104 - Black white; Free - Int 25:00 pm
NoYes	Online Searching	page amount eval
No Yes	Video Borrowing	
No Yes	Library Tours	
No Yes	Meeting Room Use	
NoYes	Faxing (User's Materials)	N/ H
NoYes	Faxing (Library's Materials)	
· <u> </u>	ILL to Patrons	
No Yes	ILL to Borrowing Library	
. No Yes	Story Hours	
No Yes	Library Programs	dens - he allown a
·NoYes	Building Rental (Other than Meeting Room)	.1.0
NoYes	Use of Rental Collections	Hara me non tak

Page	2			FEES
19.	No	Yes	Renew Materials	
	No		Loan Extension	
21.	No No	Yes	Library Cards	
22.	No	Yes	Reference calls	
23.	you cui	rrently charge	cify all other libra e a fee and amount cha parate sheet if nece	ry services for which arged. Do not include ssary
24.	servic	es vour librai	rv charges for and whi	rmining what kinds of ich ones are available If so, please attach.
25.	155ue	or charging i	ate legislation in your sees for public libra at applies best.	our state address the ary services? Please
	Sta	te legislatio te legislati ervice.	on prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Commen	ts:		
26.	makers	in your area	increased interest/p to charge fees for	oressure from decision library services?
	Yes	No		
	Commen	ts:		
27.	librar	ies understan	ning else that would de the situation in your for some services.	help other ULC member our library regarding

20

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Please return using enclosed, pe	ostage-paid envelope by 5 March	1993. FEES
1. Library Name <u>ATLAN</u>	TA-FULTON PUBLIC LIBRARY	Date FEB. 23, 1993
2. Name of Person Com	pleting Survey MARY J	ANE FRENCH
B. Phone <u>404-730-1797</u>	Fax <u>404</u>	730–1800 🌼
The intent of this Front fees now being conservices to the publishment or not your limits. Please be as seents per day, Y dolors.	equent Fast Facts Surv harged by ULC member lic. For each item ibrary presently charg pecific as possible all lars per use. etc. I	rey is to take a snapshot libraries for various below, please indicate less a fee, and if so, how bout the charge, e.g., x f your library does not the entire question.
		Amount
No x Yes	Placing Reserves	19¢ charged for postage for
No x Yes	Photocopies	notIfication postal 15¢ per page
·No _xYes	Online Searching	Library absorbs costs up to \$20; a searches up to \$20 are free. All
. <u>x</u> No <u>Yes</u>	Video Borrowing	over \$20 are paid by patron.
· <u>x</u> No <u> Yes</u>	Library Tours	
· _x_NoYes	Meeting Room Use	
ONoYes	Faxing (User's Materials)	This service not offered.
1NoYes	Faxing (Library's Materials)	This service in the planning stage.
2. <u>x</u> No <u>Yes</u>	ILL to Patrons	Any photocopying charges are
3. <u>×</u> No <u>Y</u> es	ILL to Borrowing Library	passed on to the patron. Any photocopying charges are passed on to the borrowing library
4. <u>*</u> No <u>Y</u> es	Story Hours	
5x NoYes	Library Programs	
6. X No Yes	Building Rental (Other than Meeting Room	
7NoYes	Variations Coldentions	
8. x No Yes	Books on Tape	15

Page	2			FEES
19.	No	Yes	Renew Materials	
20.	_x_No	Yes	Loan Extension	
21.	No	x_Yes	Library Cards	\$75 (\$50 for Seniors) only for non-residents of Fulto
22.	_x_No _	Yes	Reference calls	County
23.	you curi	rently charge	cify all other librar a fee and amount cha parate sheet if neces	ry services for which rged. Do not include ssary
24.	services	s your library	y charges for and whi	rmining what kinds of ch ones are available If so, please attach.
25.	issue o	f charging fo	te legislation in yo ees for public libra at applies best.	our state address the ry services? Please
	State State se: State	e legislatior e legislatio rvice.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comment	S: State regulat	tions prohibit charging f	for basic services-undefined
26.	Are you makers	experiencing in your area	increased interest/p to charge fees for]	ressure from decision library services?
	<u> </u>	No		
	Comment	s:		
27.	librari chargin Existin	es understand g user fees f g practice of cl	ing else that would le the situation in your some services. harging for on-line datale	help other ULC member our library regarding base services after \$20 ted in 1993.

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC

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Pieas	e return u	sing enclose	ed, postage-paid envelope by 5 March 19	93. FEES
. •	Librar	y Name _	Baltimore County Public Library	Jate 2/23/93
			Completing Survey Charles	
			-6160 Fax 410	
The of ser whe nucl	intent fees n vices t ther or h. Ple ts per	of this ow being to the r not you ase be a day. Y	Frequent Fast Facts Survey charged by ULC member loublic. For each item be r library presently charges s specific as possible about lars per use, etc. If y at all, please cross out to	is to take a snapshot ibraries for various low, please indicate a fee, and if so, how at the charge, e.g., X
				Amount
; •	No	<u>X</u> Yes	Placing Reserves	\$1.00
•	No	<u>X</u> Yes	Photocopies	.25
•	<u>x</u> No	Yes	Online Searching	
•	No	<u>X</u> Yes	Video Borrowing	\$1.50/2 nights + 1.50/2
•	<u> </u>	Yes	Library Tours	
•	No	<u>X</u> Yes	Meeting Room Use	\$30.00 per mtg. if lib plus \$30.00 per mtg. be
0.	No	Yes	Faxing (User's Materials)	library hours
1.	No	_X_Yes	Faxing (Library's Materials)	\$5.00 to home or busine page) .25 between BCPL (per page)
2.	<u>x</u> No	Yes	ILL to Patrons	
3.	<u>x</u> No	Yes	ILL to Borrowing Library	
4.	<u>x</u> No	Yes	Story Hours	
5.	<u>x</u> No	_Yes	Library Programs	
5.	No	Yes	Building Rental (Other than Meeting Room)	
7.	No	Yes	Use of Rental Collections	
В.	X No	Yes	Books on Tape	

ERIC

Page 2	?				FEES
19.	<u>х</u> ио	Yes	Renew Mate	rials	
20.	X No	Yes	Loan Exten	sion	
21.	X No	Yes	Library Ca	rds	
22.	X_No	Yes	Reference	calls	
23.	you cu		e a fee and	amount cha	ry services for which rged. Do not include ssary
24.	servic	es your libran	ry charges i	for and whi	mining what kinds of ch ones are available If so, please attach.
25.	issue	any of the sta of charging f the answer th	ees for pu	blic libra	our state address the ry services? Please
	Sta Sta	ate legislatio ate legislati service.	on permits of on prohibiton prohibit	charging feats chargi	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comme	nts: BCPL has e	xemption from	state law t	o allow video rentals
26.					ressure from decision library services?
	Ye	s <u>x</u> No			
	Comme	nts:			
27.	libra		nd the situ	ation in yo	help other ULC member our library regarding

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Exception

Adult, Young Adult & Children's paperback, except cataloged nonfiction \$3.00 Adult & Children's pamphlet, magazine 2.00 Audiocassette bag, binder, case; compact disc case; videocassette binder 2.00 Comic book 1.00 Engraver

Book borrowed from another library system: replacement cost varies up to a maximum of \$50 plus service charge.

For explanation of any information below,

Effective February 14, 1992

please ask at the Circulation Desk.

For refund, material and receipt must be presented within six months of payment. Refund will exclude service charge and fines up to maximum charge.

An exact replacement of lost material, or in special cases a substitution, can be arranged in lieu of payment.

Overdue Materials

borrower's card if the original card is not picked

up within 30 days of issuance.

A charge of \$5.00 will be made for issuing a 2nd

Replacement cost for lost card:

First Occasion

Thereafter

Borrower's Card Initial card is free. Daily fine for all materials, except those \$.20

Exceptions:

presentation of valid identification, a temporary

borrower's card will allow for a one-time

checkout.

A charge of \$.50 will be made to any borrower who has forgotten his/her library card. Upon

Videocassette, AV package from ILL Department \$1.50

Maximum Fines:

Adult, Young Adult & Children's hardback book, cataloged nonfiction paperback, audiocassette, compact disc, engraver, AV package from ILL Department

Adult, Young Adult & Children's paperback (except cataloged nonfiction), pamphlet, magazine Comic book Sudeocassette 10.00 The maximum fine never exceeds the cost of material.

All materials except those listed below vary in

Bolacement cost according to purchase price.

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A service charge of \$4.00 for each item will be

added.

Lost Material-Replacement Cost

Mutilated bar-encoded label on material or

borrower's card.

For materials, varies according to extent of

damage.

Damage Fee

Partial Payments

If borrower has any charges less than \$1.00, full amount must be paid at one time to continue use of library card. If total charges are \$1.00 or more, 10% of balance must be paid at each use of card. All charges must be paid within six months.

Reserve Fee

\$.55

Exceptions:

Free for children under 14 years of age on reserve for children's material.

\$20 University by bornamer of rears of age and continued in SC identification or bottower scand.

Effective July 1, 1992 (No senior citizen discount) Return Check Penalty \$15.00 Effective July 1, 1992 \$25.00 Returns to Non-owning Branch \$2.00

Service fee for each video and compact disc

not returned to branch where borrowed

Transfer of Materials, Intra System \$.50

This charge is for the transfer of each item of material from the BCPL branch where it is located to another BCPL branch. It is imposed only at the borrower's request for a change in pickup location.

Videocassette Service Charge

A \$1.42 + 5% MD State sales tax (total: \$1.50) service charge is made at checkout for each circulation of videocassettes, except for those labeled "No Service Charge." Fines are levied for all the overdue videocassettes, even the "No Service Charge" ones.

Explanation of any information below, please ask at Information Desk.

\$5.00 per page business or home from anyfull-service branch/ For library materials faxed to library user's Clearinghouse/Locate: Child Care FAX Transmissions

Meeting Room Fee

available from the Interlibrary Loan Depart-Full information on meeting room fees is ment, 887-6191. \$.25 per page Photocopy/Printout/Fax Fees

Photocopy from public use

copiers

Photocopy/Printout/FAX

- Public Catalog (at librarian's discretion)
 - Microfilm reader/printer
- Clearinghouse/Locate: Child Care (to BCPL branches)
 - One BCPL agency to another

These fines and fees are subject to change.

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Signs posted in libraries will supersede this schedule of charges.

February 1992

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lease return u	sing enclosed, p	ostage-paid envelope by 5 March 19	993. FEE S
Librar	y Name <u>Bir</u>	mingham Public Libr	any Date 2/24/93
		mpleting Survey Debor	
		- 3740 Fax 205	
he intent f fees n ervices or hether or uch. Ple ents per	of this From the of the public not your lase be as a day, Y dol	requent Fast Facts Survey charged by ULC member olic. For each item be library presently charges specific as possible about lars per use, etc. If all, please cross out to	is to take a snapsholibraries for variouslow, please indicate a fee, and if so, hout the charge, e.g.,
			Amount
. VNo	Yes	Placing Reserves	
No	✓_Yes	Photocopies	104 Photocopier 154
Nо	<u>√</u> Yes	Online Searching	Cast of Search
VNo	Yes	Video Borrowing	
V_No	Yes	Library Tours	
No	<u>√</u> Yes	Meeting Room Use	5.00 per per
)No	Yes	Faxing (User's Materials)	
1No	Yes	Faxing (Library's Materials)	
No	<u>√</u> Yes	ILL to Patrons	Recount Charles on
3. <u>√</u> No	Yes	ILL to Borrowing Library	Recount Changes on what loaning libr
4. <u>V</u> No	Yes	Story Hours	
5. <u>V</u> No	Yes	Library Programs	
5No	Yes	Building Rental (Other than Meeting Room)	
7No	Yes	Use of Rental Collections	

Page :	2		FEES
19.٢	NoYes	Renew Materials	
20. ر	<u>∕</u> No <u>Y</u> es	Loan Extension	
21.	NoYes	Library Cards	Lost Card \$2.00
22.	✓_NoYes	Reference calls	
23.	you currently charge	cify all other libra e a fee and amount cha parate sheet if nece	ry services for which arged. Do not include ssary
24.	services your librar	ry charges for and whi	rmining what kinds of ich ones are available If so, please attach.
25.	Does any of the statistic issue of charging for the check the answer the	ees for public libra	our state address the ary services? Please
	State legislatio State legislati service.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comments:		
26.	Are you experiencing makers in your area YesNo Comments:	increased interest/p to charge fees for	pressure from decision library services?
27.	Please tell us anyth libraries understan charging user fees	d the situation in vo	help other ULC member our library regarding

30

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Pleas 	e return u	sing enclosed, pos	tage-paid envelope by 5 March 19	993. FEES
1.	Librar	y NameBRO	OKLYN PUBLIC LIBRARY	Date 2/22/93
2.	Name of	f Person Comp	leting Survey Roy D. Mi	ller
3.	Phone	718-780-7808	Fax 718-39	8-3947
ser whe nucl	vices n vices ther or h. Ple ts per	to the publi not your like ase be as speeday, Y dolla	arged by ULC member of the control o	y is to take a snapshot libraries for various elow, please indicate s a fee, and if so, how ut the charge, e.g., x your library does not the entire question.
				Amount
•	_x_No	Yes	Placing Reserves	(\$.25 per notification postal c
		x_Yes	Photocopies	\$.15 per page-patron operated
-&B	Central ranches	Business Librar x Yes only	y Online Searching	database basic fee + # of pages printed + time
•	_x_No	Yes	Video Borrowing	
•	_x_No	Yes	Library Tours	
•	_x_No	Yes	Meeting Room Use	
0.	_x_No	Yes	Faxing (User's Materials)	
•	_x_No	Yes	Faxing (Library's Materials)	
2.	_x No	Yes	ILL to Patrons	
3.		Yes	ILL to Borrowing Library	
4.	No	Yes	Story Hours	
5.	_x_No	Yes	Library Programs	
6.	No	<u>x</u> Yes	Building Rental (Other than Meeting Room)	Whenever building is used for a movie - \$100 hr., plus \$15 security, \$15 maintenance
7.	_x_No	Yes	Use of Rental Collections	
8.	_x No	Yes	Books on Tape	23

Page	2					FEES
19.	x No	_Yes	Renew M	aterials		
20.	_x_No	_Yes	Loan Ex	tension		
21.	x_No	_Yes	Library	Cards		
22.	x No	_Yes	Referen	ce calls		
23.	you curr	ently charge	e a fee a	other libra nd amount ch heet if nece	ry services arged. Do no ssary	for which
24.	services	your libran	ry charge	s for and wh	rmining what ich ones are If so, pleas	available
25.	issue of	of the sta charging f e answer th	ees for	public libr	our state ac ary services	ddress the ? Please
	State State ser State	legislatio legislati vice.	n permit on proh on prohib	s charging f ibits charg	es for services for services for services for services for a	vice. for <u>basic</u>
	Comments	:				
26.	Are you e makers i	xperiencing n your area	increase to char	ed interest/j ge fees for	pressure fro library serv	m decision vices?
	Yes	_x_No				
	Comments We would r	•	move to in	stitute fees f	or P.L. service	es.
27.	librarie	ell us anytl s understan user fees	d the si	tuation in y	help other vour library	ULC member regarding

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Please return using enclosed, postage-paid envelope by 5 March 1993.						
1.	Librar	y Name _{Broward C}	ounty Libraries Division	Date 3-2-93		
			ting Survey			
			Fax 305-357-			
The of ser whe muc	intent fees n vices ther or h. Ple ts per	of this Frequency being char to the public not your librase be as spectary, Y dollars	ent Fast Facts Survey ged by ULC member] For each item beary presently charges	is to take a snapshot libraries for various low, please indicate a fee, and if so, how at the charge, e.g., X		
				<u>Amount</u>		
4.	No	Yes	Placing Reserves			
5.	No	<u>√</u> Yes	Photocopies	Paper . 15 & microfilm. 10 &		
6.	No	Yes	Online Searching			
7.	✓ No	Yes	Video Borrowing			
8.	√_No	Yes	Library Tours			
9.	✓ No	Yes	Meeting Room Use			
10.	No	Yes	Faxing (User's Materials)			
11.	No	Yes	Faxing (Library's Materials)			
12.	No	Yes	ILL to Patrons			
13.	No	Yes	ILL to Borrowing Library			
14.	No	Yes	Story Hours			
15.	No	Yes	Library Programs			
16.	No	Yes	Building Rental (Other than Meeting Room)			
17.	No	Yes	Use of Rental Collections			
18.	<u>√</u> No	Yes	Books on Tape	33		

			<u> </u>	
Page	2			FEES
19.	√No _	Yes	Renew Materials	
20.	No	Yes	Loan Extension	
21.	No	Yes	Library Cards	
22.	_√No _	Yes	Reference calls	
23.	you cur fines.	Attach a s	pecify all other libra ge a fee and amount cha separate sheet if nece /wk. free, additional min	ry services for which arged. Do not include ssary
24.	Do you service	have a poli s your libra	CV/rationale for dete	rmining what kinds of
25.	Does an	y of the st	tate legislation in w	our state address the ary services? Please
	State	e legislati e legislat rvice.	on prohibits charging	ees for service. ing fees for <u>basic</u>
5**	Comment:	s: Florida Li mation. Onli	brary Statute guarantees : ne charges, etc. are open	free provision of reference to interpretation.
2 6.	Are you makers	experiencin in your are	g increased <u>interest/p</u> a to cnarge fees for :	ressure from decision library services?
	<u>√</u> Yes	No		
	our patro	s: Prelimina ons would pref or a tax incr	er to pay a fee rather tha	opinion survey indicate that an suffer a reduction in library
27.	Please t librarie charging tradition planning the range	ell us anytes understand user fees here; but the process recome of technical	ching else that would lend the situation in you for some services. The financial assessment taken the mends that we consider character that	Our library regarding Free service is a strong sk force in our strategic arging fees as a way of expanding being able to recover the costs o

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



and subject to rapid change, an Online Searchers Committee will provide continuous review, evaluation, and up-dating of the policies and procedures for this service.

POLICY

Online information services are available to all Broward County Library users. Regional libraries and Main Library subject departments provide ready reference services while the Main Library Online Information staff provides in-depth search services.

IN-DEPTH SERVICE

The following guidelines and fees have been approved by the Board of County Commissioners and are set forth in Procedure LIC6:

The first ten minutes of service per week per patron are free of charge; additional minutes are charged to users at a fee of \$1.50 per minute. This fee is based on the average cost of access time to the several hundred databases currently available. The first ten citations located by this search are free of charge. Additional printouts of citations, full-text documents, and off-line prints must be paid for by the patron. Fees are payable upon delivery of a If an individual is willing to pay for additional searches, this request can be granted at the discretion of the library staff. In-depth online search services may be requested by a library staff member, by a patron, or suggested to the pairon by a librarian after available print sources have been searched. The final determination as to whether online service is the appropriate reference tool to use will be made by the online search staff usually after a direct consultation with the requester and the subject department librarian or system librarian who has suggested the search.

READY REFERENCE SERVICE

Regional libraries and Main Library subject departments perform free short searches for reference/bibliographic purposes. The reference librarian will determine the appropriateness of a topic for a ready reference search.



LI045, Page 3 of 3

Online searching is employed when it has been determined by library staff that this is the best way to obtain the information needed. All copyright restrictions on the various databases will be observed. The library reserves the right to retain copies of a search request. The identity of the person requesting the search will remain confidential.

cc: Director, Public Services Department Office of Management Services



Please ———	return u	sing enclosed, po	ostage-paid envelope by 5 March	1993.	FEES
1. L	ibrar	y Name <u>Buff</u>	alo & Erie County Publ	ic Date 2	/25/93
			pleting Survey Donald		
3. P	hone	716-858-7		16-858-6211	
servi wheth nuch.	ices the property of the prope	to the public not your 1: ase be as s	equent Fast Facts Survey harged by ULC member lic. For each item library presently charge pecific as possible abolars per use, etc. If all, please cross out	libraries for below, please is a fee, and if out the charge,	various ndicate so, how e.g., X
				Amount	
٠	No	X Yes	Placing Reserves	\$.25	
• _	No	X Yes	Photocopies	outside NYS \$5 inside NYS \$.2	1st 20
• _	No	x_Yes	Online Searching	service charge Recover costs	& posta
• _	X No	Yes	Video Borrowing		
•	X No	Yes	Library Tours		
• _	No	X_Yes	Meeting Room Use	meeting rooms auditorium - S	(2) \$25 \$150
.0	No	Yes	Faxing (User's Materials)		
1	No	<u>x</u> Yes	Faxing (Library's Materials)	\$3 + 50¢/page \$5 + 50¢/page County	within] outside
2	_X_No	Yes	ILL to Patrons		
3	No	<u>X</u> Yes	ILL to Borrowing Library	<pre>\$10 per loan o \$ 5 per loan i</pre>	outside N
4	<u>x</u> No	Yes	Story Hours		
5	X No	Yes	Library Programs		
6	No	Yes	Building Rental (Other than Meeting Room)		
7	No	Yes	Use of Rental Collections		
_	N.	Yes	Books on Tape		

card

Page	2		FEES
19.	_X_NoYes	Renew Materials	
20.	X No Yes	Loan Extension	
21.	No <u>X</u> Yes	Library Cards	\$.75 to replace lost
22.	X_NoYes	Reference calls	
23.	you currently ch	specify all other libra narge a fee and amount ch a separate sheet if nece	narged. Do not include
24.	Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users? X No Yes If so, please attach.		
25.	Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best.		
	<pre>X State legislation doesn't address fees for service. State legislation permits charging fees for service. State legislation prohibits charging fees for basic service. State legislation prohibits charging fees for any public library service.</pre>		
	Comments:		
26.	makers in your	cing increased interest/ area to charge fees for	pressure from decision library services?
	YesX_No		
	Comments:		
27.	libraries under	anything else that would stand the situation in yees for some services.	help other ULC member your library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC Full text Provided by ERIC

Please return using enclosed, pos	stage-paid envelope by 5 March 1993.	FEES
1. Library Name The	Carnegie Library of Pittsburgh Da	te <u>3-1-93</u>
2. Name of Person Comp	pleting Survey Robert Crone	berger
3. Phone (412) 622-	3100 Fax (412) 622-68	278
services to the publ whether or not your limuch. Please be as specients per day, Y doll	equent Fast Facts Survey is to tan arged by ULC member libraries ic. For each item below, pleads brary presently charges a fee, a secific as possible about the chars per use, etc. If your library, please cross out the entire	for various ease indicate nd if so, how arge, e.g., X
	Amo	ount
4. <u>X</u> No <u>Yes</u>	Placing Reserves	
5No _XYes 10		
6. XNO Yes	Online Searching	
7. X No Yes	Video Borrowing	
8. X No Yes	Library Tours	
9. X_NoYes	Meeting Room Use	
10. No Yes	Faxing (User's Materials)	
11. X_NoYes	Faxing (Library's Materials)	
12. <u>X</u> No <u>Y</u> es	ILL to Patrons	<u> </u>
13. X No Yes	ILL to Borrowing Library	
14. X No Yes	Story Hours	
15. <u>X</u> No <u>Y</u> es	Library Programs	
16NoX_Yes	Building Rental (Other than Meeting Room)	
17. <u>X</u> No <u>Y</u> es	Use of Rental Collections	
18. No Yes	Books on Tape	

Page	2				FEES	
19.		Yes	Renew M	aterials		
20.	Nо	Yes	Loan Ex	tension		
21.	No	Yes	Library	Cards		
22.	No	Yes	Referen	ce calls		
23.	you cu	rrently char	ge a fee a		ry services for which arged. Do not include ssary None	
24.	servic	es your libr	ary charge	es for and whi	rmining what kinds of ch ones are available If so, please attach.	:
25.	issue		fees for	public libra	our state address the ary services? Please	
	Sta Sta Sta	ate legislat ate legislat service. ate legislat library serv	ion permit tion proh ion prohil ice.	s charging for ibits chargonits charging	es for service. ees for service. ing fees for <u>basic</u> g fees for any public	
	Commer	nts: State (when we p	rocuss of	rewriting.	
26.	makers	s in your are			pressure from decision library services?	1
	<u>X</u> Yes	No				
	Commer	nts:				
27.	libra		and the si	ituation in y	help other ULC member our library regarding	

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lease return using enclose	d, postage-paid envelope by 5 March	1993. FEES
. Library Name _C	hicago Public Library	Date 3 March 1993
. Name of Person	Completing Survey Versie E	Barnes
. Phone (312) 747	-4021 Fax (312)	747-4077
he intent of this f fees now being ervices to the phether or not you uch. Please be a ents per day, Y	Frequent Fast Facts Survey charged by ULC member public. For each item or library presently charges specific as possible abdollars per use, etc. If at all, please cross out	ey is to take a snapshot libraries for various below, please indicate es a fee, and if so, how out the charge, e.g., X
		<u>Amount</u>
. No x Yes	Placing Reserves	29 cents per use
No _x_Yes	Photocopies	15 cents per copy
No _x_Yes	Online Searching	First 5 minutes\$5.00 Then \$2.00 per minute+onlin
No _x_Yes	Video Borrowing	l dollar each for 1 day 2 dollars each for 2 days
x_NoYes	Library Tours	
No <u>x</u> Yes	Meeting Room Use	35 dollars for 4 hours-sma 70 dollars for 4 hours-lar
No Yes	Fexing×XUserx& Nateriave)	
No <u>x</u> Yes	Faxing (Library's Materials)	40 cents per page up to 40
. x No Yes	ILL to Patrons	
3. <u>×</u> No <u>Yes</u>	ILL to Borrowing Library	
4. <u>×</u> No <u> Yes</u>	Story Hours	·
5. <u>×</u> No <u> Y</u> es	Library Programs	
6. <u>No ×</u> Yes	Building Rental (Other than Meeting Room)	150-6,000 (Central library) dollars
		
7. <u>×</u> No <u>Y</u> es	Use of Rental Collections	ndella in

Page	2			FEES
19.	_x No	Yes	Renew Material	.s
20.	_x_No	Yes	Loan Extension	1
21.	_x_No	Yes	Library Cards	
22.	_x_No	Yes	Reference call	.s
23.	you cu	rrently ch	specify all other marge a fee and amou a separate sheet if	library services for which int charged. Do not include necessary
24.	servio	es your li	brary charges for a	determining what kinds of nd which ones are available Yes If so, please attach.
25.	ıssue	of chargi:	state legislation ng fees for public r that applies best	in your state address the library services? Please
	Sta	ate legisla ate legis: service.	ation permits charg lation prohibits ation prohibits cha	ess fees for service. Fing fees for service. Charging fees for <u>basic</u> arging fees for any public
	Commer	nts:		
26.	Are you	a experienc s in your a	cing increased inte area to charge fees	rest/pressure from decision for library services?
	Yes	× No		
	Commer	nts:		
27.	Please librar	tell us a	nything else that wation	would help other ULC member in your library regarding

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

charging user fees for some services.



CHICAGO PUBLIC LIBRARY RENTAL OF SPACE

HAROLD WASHINGTON LIBRARY CENTER

Space Rental

<u>Space</u>	Est. Maximum <u>Occupancy</u>	Approx. sq. <u>Footage</u>	Fees* <u>Non-profit/Private</u>
WINTER GARDEN	550	7,519	\$4,000.00 \$6,000.00
GRAND LOBBY & CONGRESS Reception/Buffet	CORRIDOR 625	7,200	\$2,C00.00 \$3,500.C0
COMPLEX LOBBY Reception	200		\$450.00 \$650.00
AUDITORIUM Fixed Seats Removable Seats Wheel Chair Space	385 22 8	2,583	\$650.00 \$1,150.00
VIDEO THEATER Fixed Seats	63	1,130	\$250.00 \$400.00
Theater Seating Reception Style Meal Seating SMALL MULTI-PURPOSE RO Theater Seating	150 200 140 DOM 100	3,157 2,002 1,115	\$300.00 \$50.00 200.00 250.00 300.00 125.00 150.00
	GRAND LOBBY & CONGRESS Reception/Buffet COMPLEX LOBBY Reception AUDITORIUM Fixed Seats Removable Seats Wheel Chair Space VIDEO THEATER Fixed Seats MULTI-PURPOSE ROOMS Both rooms Theater Seating Reception Style LARGE MULTI-PURPOSE RO Theater Seating Reception Style Meal Seating SMALL MULTI-PURPOSE RO Theater Seating SMALL MULTI-PURPOSE RO Theater Seating	WINTER GARDEN 550 GRAND LOBBY & CONGRESS CORRIDOR Reception/Buffet 625 COMPLEX LOBBY Reception 200 AUDITORIUM Fixed Seats 385 Removable Seats 22 Wheel Chair Space 8 VIDEO THEATER Fixed Seats 63 MULTI-PURPOSE ROOMS Both rooms Theater Seating 250 Reception Style 300 LARGE MULTI-PURPOSE ROOM Theater Seating 150 Reception Style 200 Meal Seating 140 SMALL MULTI-PURPOSE ROOM	Space Occupancy Footage WINTER GARDEN 550 7,519 GRAND LOBBY & CONGRESS CORRIDOR Reception/Buffet 625 7,200 COMPLEX LOBBY Reception 200 AUDITORIUM Fixed Seats 385 2,583 Removable Seats 22 Wheel Chair Space 8 VIDEO THEATER Fixed Seats 63 1,130 MULTI-PURPOSE ROOMS Both rooms 3,157 Theater Seating 250 Reception Style 300 LARGE MULTI-PURPOSE ROOM 1,002 Theater Seating 150 Reception Style 200 Meal Seating 140 SMALL MULTI-PURPOSE ROOM 1,115 Theater Seating 100

^{*}A 20% surcharge will be added for every hour or fraction thereof in excess of four hours, as well for each hour after 11 p.m. Monday-Thursday and 12 p.m. Friday-Saturday. For equipment use, additional fees will be charged.



<u>Typewriters</u>

Rental

25¢ per 15 minutes.

Deposit Cards

For out-of-state users are issued deposit cards. The card is good for three days after depositing the price of the items to be issued. If the user returns for additional books the amount on deposit must be the same as the price of all items checked out at all times.



LIBRARY CARD REPLACEMENT

First replacement \$.50 Second replacement \$1.00 Third & subsequent \$3.00

DAMAGED/MUTILATED MATERIALS

Patrons are charged any additional fee plus the cost of the item when the damage is beyond repair. The cost of repair is charged for those items that are repairable.

LOST MATERIALS

A lost item message is entered in the automated circulation system. Cost of the materials and fines are collected for lost materials, if patron cannot locate materials. If the item is found then the fines are charged from the due date of the item to the day the loss is reported. A receipt is issued for the price of the materials.

LOSS DUE TO FIRE, FLOODS OR OTHER DISASTERS

No fine or replacement cost is charged if the patron provides sufficient proof of a home fire, flood or other disaster that caused destruction of materials. If no verification letter is available the item is treated as a lost or damaged or mutilated item.

FEES

Facsimile Service

 $40 \rlap/c$ per page up to a maximum of 40 pages; restricted to only interlibrary loan requests.

Shut in Service

Eligible "shut-in" borrowers must deposit \$10.00 for parcel post services. Requests are accepted by telephone or letter only at Sulzer and Woodson Regional Libraries. Borrower's card is held. A receipt card is issued and charge record is made.

Non Resident Card

\$100.00 per card for non-resident of Chicago whose home libraries are not on the reciprocal borrowing list. Use is free to reciprocal borrowers.

Photocopy Service

Patrons 15¢ per page Interlibrary Loan 25¢ per page up to a maximum of 40 pages

Computer Assisted Reference Center

The charge for the first 5 minutes of online time is \$5.00. After the first five minutes the rate of \$2.00 per minute is charged to the user, plus any online charges.



FINES, FEES, RENTALS SUMMARY

OVERDUE FINES & COST RECOVERY CHARGES

Daily Fines for both Juvenile and Adult Borrowers:

10¢ per item per day

Periodicals Books Pictures Pamphlets

Records

Books-on-tape

Compact Discs

Cassettes

Maximum Fines for Juvenile and Adult Borrowers:

\$5.00 per item

Books (Hardcovers & Catalogued Paperbacks)

Cassettes. Books-on-tape

Records

Compact Discs

\$3.00 per item

Paperbacks (Uncatalogued)

Periodicals

Pamphlets, Pictures

\$.29 or current first class postage Reserve postage \$.29 " Postage charge for overdue reminder Reserve phone call notification \$.25 \$.20 Lost Book Card/Date due Card \$.20 Lost Book Card Pocket \$1.00 single; \$2.00 double Lost Plastic Phonodisc Cover Lost Red Rope Cover \$1.00 Lost Picture Envelope \$1.50 \$1.00 Lost CD Pocket Lost Record Envelope \$.50 Lost Plastic Bag for kits \$. 50 \$1.00 Lost or damaged OCR label \$5.00 Lost CD Libretto Lost CD insert \$3.00

FILMS

Overdue charge - 16mm films Overdue fine \$5.00 for the first hour per film.
\$.25 for each additional hour up to a
maximum of \$20.00.

VIDEOS (CASSETTES/LASER DISCS)

Rental of Videos

Overdue Fines for rental

\$1.00 for one day \$2.00 for two days

Overdue Fines for rental/no-fee Lost/Permanently damaged Video \$2.00 per day per video to a maximum of \$6.00 Cost of the Video

Damaged Video

\$5.00 minimum

Lost or damaged video case

\$2.00



Please return usii	ng enclosed, po: 	stage-paid envelope by 5 March 1	993. FEES
l. Library	Name <u>CLEV</u>	ELAND PUBLIC LIBRARY	Date <u>2/26/93</u>
2. Name of	Person Comp	oleting Survey	ark
		Fax <u>216-62</u>	
Services to whether or much. Plea cents per d	w being ch the publ not your li se be as sp av. Y doll	larged by ULC member ic. For each item be brary presently charge ecific as possible abo	y is to take a snapshot libraries for various selow, please indicate s a fee, and if so, how out the charge, e.g., X your library does not the entire question.
			Amount
. X No	Yes	Placing Reserves	
No	<u>X</u> Yes	Photocopies	\$.10¢ per print
. <u>X</u> No	X_Yes	Online Searching	10 Hits or minutes free: beyond
. X No	Yes	Video Borrowing	costs are passed through
. x No	Yes	Library Tours	
No	X Yes	Meeting Room Use	See attached
0. <u> </u>	Yes	Faxing (User's Materials)	Self-serve fax machine available
1No	Yes	Faxing (Library's Materials)	
2No	Yes	ILL to Patrons	See attached
3No	Yes	ILL to Borrowing Library	n
4. <u>x</u> No	Yes	Story Hours	
5. <u>x</u> No	Yes	Library Programs	
6ио	Yes	Building Rental (Other than Meeting Room)	N/A
7No	Yes	Use of Rental Collections	N/A
8. <u>X</u> No	Yes	Books on Tape	7

Page	2				FEES
19.	X	_No	Yes	Renew Materials	
20.	X	_No	Yes	Loan Extension	
21.	X	_No	Yes	Library Cards	
22.	<u>x</u>	_No	Yes	Reference calls	
23.	У	ou cu	rrently charge	cify all other librar e a fee and amount cha parate sheet if neces	y services for which rged. Do not include sary
24.	S	ervic	es your librar	y/rationale for deter ry charges for and which ers?NoYes :	mining what kinds of ch ones are available If so, please attach.
Deci 25.	ded D i	on ca oes a ssue	se by case basis any of the sta of charging f	. "Basic" services are fre ite legislation in yo	ee, others are partial cost ur state address the ry services? Please
		X_Sta Sta Sta Sta	ate legislatio ate legislati service.	n doesn't address feen permits charging feon prohibits charging not prohibits charging e.	es for service. .ng fees for <u>basic</u>
	С	ommer	nts:		
26.	A1 m	re you akers	u experiencing s in your area	increased interest/posto charge fees for l	ressure from decision ibrary services?
	_	Yes	<u> </u>		
	С	ommer	nts:		
27.	1	ibrar	ties understan	ning else that would h d the situation in yo for some services.	nelp other ULC member our library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Please return using enclosed, po	ostage-paid envelope by 5 March 199.	s. FEES
l. Library Name	yahoga County Public Library upleting Survey Claudy.	Date 2-22-93
2. Name of Person Com	pleting SurveyClaudy	a Muller
	9490 Fax <u>216-3</u>	
or rees now being of services to the publi whether or not your l much. Please be as s cents per day, Y dol	equent Fast Facts Survey in harged by ULC member li lic. For each item bel ibrary presently charges a pecific as possible about lars per use, etc. If you all, please cross out the	braries for various ow, please indicate a fee, and if so, how the charge, e.g., X
		Amount
No Yes	Placing Reserves	
NoYes	Photocopies	.15/page
NoYes	Online Searching	1St 10 min is free -more ! is equal to cost
NoYes	Video Borrowing	is equal to cost
NoYes	Library Tours	
Yes	Meeting Room Use	
0NoYes	- Faxing (User's - Materials)	
1. <u>No</u> Yes	Faxing (Library's Materials)	
2. No Yes	ILL to Patrons	
.3. No Yes	ILL to Borrowing Library	
4. <u>No</u> Yes	Story Hours	
.5. No Yes	Library Programs	
.6NoYes	Building Rental (Other than Meeting Room)	
.7. No Yes	Use of Rental Collections	
8. <u>No</u> Yes	Books on Tape 49	

Page	2					FEES
19.	✓_No	Yes	Renew Mate	rials		<u>-</u>
20.	<u>✓</u> No	Yes	Loan Exten	sion		
21.	<u>√</u> No	Yes	Library Ca	rds		
22.	<u>✓</u> No	Yes	Reference	calls		
23.	you ci	please spe urrently charg . Attach a se	e a fee and a	amount char	raed. Do no	for which t include
24.	servi	u have a polic ces your libra cost to the us	rv charges fo	or and which	rh once are :	availablo
25.	Does issue	any of the st of charging : the answer th	ate legislat fees for pub	ion in you	ur state add	iress the
	Sta	ate legislation ate legislation ate legislation service. The legislation library services	on permits cloon prohibiton prohibits	narging fe ts chargi	es for serv ng fees fo	ice. or <u>basic</u>
	Comme	nts: I'm unau	rare of legisla	ation relating	to facs	
26.	Are yo	u experiencing s in your area	g increased in to charge p	nterest/pr Tees for l	essure from	decision ices?
	Yes	s <u>No</u>				
	Commer	nts:				
	e.					
27.	librai	e tell us anyt ries understan ing user fees	nd the situat	tion in vo	elp other U ur library 1	LC member regarding

50



The intent of of fees now be services to the whether or not much. Please	this Frequent being charged the public.	Fast Facts Surv	19-326-7809 Tey is to take a snapshot
mucu. Please		TOT AGEN TEAM	libraries for various
cents per day,	De as specifi , Y dollars p	ic as possible al per use, etc. T	yes a fee, and if so, how bout the charge, e.g., x f your library does not the entire question.
,			Amount
4. <u>X</u> No	_Yes P	lacing Reserves	
5. <u> </u>	Yes P	hotocopies	10 \$
6. <u>No</u>	_Yes O	nline Searching	10 \$\frac{4}{20.00}
7. $\underline{\chi}$ No $\underline{}$	_Yes v	ideo Borrowing	
8. $\underline{\chi}_{No}$	_Yes L	ibrary Tours	
9. <u> </u>	_Yes M	eeting Room Use	up to 150 people \$10.
10. <u>No X</u>	_Yes F	Small mtg rm - axing (User's Materials)	\$ 6.00 international
11. <u>No X</u>	_Yes F	axing (Library's Materials)	# 3.00 1st page to bu
12. <u>/</u> No	_Yes I	LL to Patrons	504 exch additiona
13. <u>X</u> No	Yes I	LL to Borrowing Library	
14. <u>X</u> No	Yes S	tory Hours	
15. <u>X</u> No		ibrary Programs	
		uilding Rental (Other than Meeting Room	
	Yes U:	se of Rental	
17No	- "	Collections	

Page 2				FEES
19. <u> </u>	No.	Yes	Renew Materials	
20. <u>X</u>	_No	Yes	Loan Extension	
21	_No	Yes	Library Cards	Replacement \$3.00
22. <u> </u>	, No	Yes	Reference calls	
У	ou cu	rrently cha	specify all other lib rge a fee and amount o separate sheet if ne	rary services for which charged. Do not include cessary
se	ervio	es your lib	rary charges for and t	termining what kinds of which ones are available
25. De	no pes a ssue	any of the of chargine	in Concuse Policy state legislation in	s If so, please attach. your state address the brary services? Please
	Sta Sta Sta	ite legislat ite legisla service.	tion permits charging ation prohibits chation prohibits chargi	fees for service. except of fees for service. Controlly rging fees for basic sing fees for any public
Co	ommer	nts:		
m	akers	s in your an	ing increased interest rea to charge fees fo	t/pressure from decision or library services?
27. P]	ommer Slease	ries undersi ind user fe	and the situation in	Front and speak of gram (804 for item born by nontoxpayer as ld help other ULC member your library regarding
(1)	vie o	ive part or	La 20 library of Spanning both Si	Consortium with a Ch des of the River in I
الاس Thank you Frequent I	u for	Cour help. In about Survey, toget	yng to Coordinate out 30 days you will receive a there with the responses of all librates.	Consortium with a Charges of the River in To Charges to putronso a copy of a summary report of this varies which participated. If you have
[1	1211	145 /6/1	tail surel	us know! Rely different ficor) 52

Please return using enclosed, p	ostage-paid envelope by 5 March 1	993. FEE S
L. Library Name Day	ton + Montgoney a	outy Publing
2. Name of Person Cor	mpleting Survey	Walle I
	7-9500 Fax 57	3-727-9539
The intent of this Frof fees now being of services to the publishment or not your lauch. Please be as sents per day. Y dol	equent Fast Facts Surverharged by ULC member lic. For each item hibrary presently charge pecific as possible abolars per use, etc. If all, please cross out	y is to take a snapsho libraries for variou elow, please indicat s a fee, and if so, ho out the charge, e.g.,
		Amount
No Yes	Placing Reserves	
NoYes	Photocopies	\$.10/page
NoYes	Online Searching	1 10 min Free
. No Yes	Video Borrowing	
. No Yes	Library Tours	
. VNo Yes	Meeting Room Use	
0. No Yes	Faxing (User's Materials)	NOT OFFERED
1NoYes	Faxing (Library's Materials)	,75/page
2Nores	ILL to Patrons	.50 + Juding lif
3. No Yes	ILL to Borrowing Library	\$ 5
4. No Yes	Story Hours	
oYes	Library Programs	
6. No Yes	Building Rental (Other than Meeting Room)	
7. <u>No</u> Yes	Use of Rental Collections	
8. No Yes	Books on Tape	

Page	2			FEES
19.	<u>√</u> No	Yes	Renew Materials	
20.	No	Yes	Loan Extension	·
21.	No	Yes	Library Cards	·
22.	No	Yes	Reference calls	
23.	you cu	irrently cl		brary services for which charged. Do not include ecessary
24.	servi	ces your li	ibrary charges for and	letermining what kinds of which ones are available es If so, please attach.
25.	issue	of chargi	e state legislation iing fees for public ler that applies best.	n your state address the ibrary services? Please
	sta	ate legisl ate legis service.	ation prohibits char	
	Comme	nts:		
26.		s in your	area to charge fees i	st/pressure from decision for library services?
	Comme			
27.	libra	ries under	anything else that wo rstand the situation : fees for some services	uld help other ULC member in your library regarding

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Please return using enclose	ed, postage-paid envelope by 5 March 1	1993. FEES
. Library Name _	DeKalb County Public Library	Date 2/23/93
	Completing Survey Alice	
	-8450 Fax (404)	
The intent of this of fees now being ervices to the property of the property o	Frequent Fast Facts Surver charged by ULC member public. For each item to library presently charge s specific as possible about all, please cross out	y is to take a snapshot libraries for various pelow, please indicate as a fee, and if so, how but the charge, e.g., X
		Amount
. No XYes	Placing Reserves	\$ 0.25/book for notification car
. No X Yes	Photocopies	\$ 0.15/copy
X No Yes	Online Searching	* see #27
YoYes	Video Borrowing	
X No Yes	Library Tours	
No _XYes	Meeting Room Use	Auditorium - \$75.00/event Multipurpose rooms - \$20.00/even
0No _X Yes	Faxing (User's Materials)	Public FAX: Local-\$2.00 for 1st minute, \$1.0
1. X No Yes	Faxing (Library's Materials)	additional minute. Long Distance-\$3.00 for 1st minu \$1.50 each add. mi
2. <u> </u>	TLL to Patrons	\$3.00 postage plus lending libra
3. X No Yes	ILL to Borrowing Library	charges.
1. X No Yes	Story Hours	
. X No Yes	Library Programs	
No Yes	Buildingx Rental (Other than Meeting Room)	
7 Y No. Year	Use of Rental	
7. <u>X</u> No <u>Y</u> es	Collections	

Page .	2			FEES
19.	_X No	Yes	Renew Materials	
20.	_X_No	Yes	Loan Extension	
21.	No	X Yes	Library Cards	Library service area residents-f
22.	_ <u>x_</u> No	Yes	Reference calls	Temp. residents-\$10.00 refundabl Replacement lost card-\$1.00
3.	you cu: fines. Damaged	rrently cha Attach a or missing l	arge a fee and amount separate sheet if no book barcode \$0.25	orary services for which charged. Do not include ecessary
4.	Do you servic	es your lik	licy/rationale for de prary charges for and	etermining what kinds of which ones are available es If so, please attach.
5.	issue	of chargin	state legislation ir g fees for public li that applies best.	your state address the brary services? Please
	Sta XSta Sta Sta	te legisla te legisl ervice.	tion prohibits charg	fees for service. g fees for service. arging fees for <u>basic</u> ring fees for any public
	Commen	ts:		
26.	utiliti Are you	es fees are experienc	permitted by state.	n-basic services and maintenance a st/pressure from decision or library services?
	<u>X</u> Yes	No		
			value of the tax base in	the county drops, the county is all areas of service.
7.	librar	ies unders	nything else that wou tand the situation i es for some services	ld help other ULC member n your library regarding
			igating user fees for on be extremely helpful.	line searching. Any information f
	220		,r	56



DeKalb County Public Library

POLICY: Fines and Fees Policy

Fines:

- a. Fines will be used by the DeKalb County Public Library as a means of safeguarding the materials in the collection and assuring some controls on the availability of books and information. Amounts assessed are determined by the Library Director (based upon the actual cost incurred for record keeping and replacement).
- b. The schedule of fines for overdue materials will be displayed prominently in each branch for user information.
- C. The Director, in consultation with the DeKalb County Public Library Board of Trustees and the County Attorney, may utilize legal recourses to retrieve overdue materials.

Fees:

Fees may be assessed for special services that require additional costs to the library. Reimbursement for these services will be determined by the Library Director based on the cost to provide the service.

Approved:
 DeKalb County Public Library
 Board of Trustees
 January 18, 1989

Amended:
June 5, 1989



- Procedures.
- 2. Criteria for selection.
- 3. Collection maintenance and evaluation.
- 4. A procedure to handle requests to reconsider library materials in the collection.
- (i) All libraries affiliated with the system shall be subject to the materials selection policy approved by the library system board of trustees.
- (j) The headquarters library in the public library system shall acquire, catalog, and process all library materials for the region, including all gift materials meeting the board-approved materials selection policy donated to any library in the system.
- (k) The public library system shall submit to the department a plan for distribution of services through such means as affiliated libraries, bookmobile service, deposit stations or home delivery systems.
- (i) All public libraries shall be in facilities located separately from school buildings.
- (m) The library system board of trustees shall adopt policies on materials, basic services, fees and the use of library facilities.
- 1. The library system board of trustees shall provide free basic library service to residents of the system service area.
- 2. The library system board of trustees may choose to charge an annual nonresident fee for a library card to those who reside outside the service area of the library system. Nonresident card holders shall be entitled to basic library services at no additional charge.
- 3. The library system board of trustees may choose to recover from patrons unique, identifiable pass-through charges to defray costs incurred by the library from a third party in connection with specific transactions requested by patrons which exceed basic library services.
- 4. The library system board of trustees shall not allow a rental or fee to be charged for the use of library facilities, except that a maintenance fee to cover cleaning of the designated area and/or utilities may be charged.
 - (n) Each library system board of trustees shall meet at least



Pieas 	e return u	sing enclosed, po	stage-paid envelope by 5 March 1993.	FEES
ı.	Librar	Name Detro	oit Public Library	Date 3/1/93
2.	Name of	Person Com	pleting Survey James Lawrence,	Research & Grants Coordinat
3.	Phone	(313) 833-403	6 Fax (313) 832-0877	
ser whe muc cen	vices n ther or h. Ple ts per	to the publing of not your liase be as specific day. Y dollar	equent Fast Facts Survey is to harged by ULC member librar ic. For each item below, brary presently charges a fec- pecific as possible about the ears per use, etc. If your all, please cross out the en	please indicate a, and if so, how charge, e.g., X
				Amount
4.	No	_X_Yes	Placing Reserves \$.5	O each title
5.	No	_X_Yes	Photocopies 2. by patron \$	staff its \$.20 per copy+\$2. .10 at Main Lib. or \$.15 at
5.	Nо	_X_Yes	Online Searching=Cost of s	n coin machines earch+telecomm, charges+\$5.
7.	No	_X_Yes	Video Borrowing \$1.00 p	
3.	X No	Yes	Library Tours	
·	No	_X_Yes	\$100 for Meeting Room Use \$200 for	room for up to 100 persons room for up to 375 persons
. 0 .	No	Yes-	Faxing (User's	NA
11.	No	X_Yes	Faxing (Library's \$.40 pe Materials)	
2.	No	Ϋ́es	ILL to Patrons \$3.00 +	plus any charges to librar
L3.	No	<u>χ</u> Yes	ILL to Borrowing \$5.00 f	or non-Michigan libraries
4.	<u>_X</u> _No	Yes	Story Hours	
.5.	<u>_</u> X_No	Yes	Library Programs	
6.	No-	Yes Yes	Building Rental (Other than Meeting Room)	
7.	No	<u>X</u> Yes		er record or cd-disc for
•			Collections seven	day loan period

Page	2	FEES
19.	X_NoYes	Renew Materials
20.	X No Yes	Loan Extension
		non-residents pay \$25.00 for fami Library Cards to use branches but not main libr ibrary is free to Michigan residents.
22.	No Yes	Reference calls
23.	you currently char	pecify all other library services for which ge a fee and amount charged. Do not include separate sheet if necessary
		eets for our fee schedule.
24.	services your libr	icy/rationale for determining what kinds of ary charges for and which ones are available users? $X = X$
25.	Does any of the s issue of charging check the answer	tate legislation in your state address the fees for public library services? Please that applies best.
	State legislatiState legislati service.	ion doesn't address fees for service. ion permits charging fees for service. tion prohibits charging fees for <u>basic</u> ion prohibits charging fees for any public ice.
	Comments:	
2 6.	Are you experiencing makers in your are	ng increased interest/pressure from decision ea to charge fees for library services?
	χ Yes No	Some pressure to charge fees for special services,
	Comments:	attached sheets were a result of this pressure and we are examining the issue of fees on a continuing basis.
27.	libraries understa	thing else that would help other ULC member and the situation in your library regarding s for some services.
	Main Library receives for Michigan resident residents at the bran	state funds,branches do not, so some things are free s at the Main Library that are free only to Detroit ch libraries. $\mathcal{I}_{\mathcal{M}}$
Thom	h san fan san hafa - 1. st.s	4.20 Am

DETROIT PUBLIC LIBRARY

FEE SCHEDULE

	
June 1	, 1992
Book Deposits	\$10.00 each (refunded) + \$2.00 service charge for each occurrence
Damages	•
Books - adult	\$1.00 for all minor damage
Books - juvenile	50¢ for all minor damage
Date Card	10¢
Recordings	\$1.00 for scratches
Videos	\$5.00 per cassette
All severe damage	Replacement cost
Interlibrary Loans	
Requests by our patrons	\$3.00 + charges +0
Requests from non-Michigan libraries	\$3.00 + charges to us, if any \$5.00
Microfiche Copies	
Michigan non-profit libraries	Free
All other requestors	
Non-Resident Borrowing	\$1.50 + \$2.00 handling charge if mailed
(Branches)	\$25.00 per year (family)
Online Database Searching	
By request	Cost of search + telecommunications tin + \$5.00
<u>Overdues</u>	
Adult circulating books	10¢ per day, maximum \$5.00
Juvenile circulating books	5¢ per day, maximum \$5.00
Reference loans	50¢ per day, maximum \$10.00
Uncataloged pamphlets, magazines, etc.	10¢ per day, maximum \$1.00
Overhead Camera	\$1.50 per copy for 8" x 10" size + 50¢ for 11" x 14" size + 50¢ for enlargement or reduction + 50¢ for screening
Personal Telephone Calls	20¢
Photocopies	•
Coin machines	10¢ per copy in Main Library, 15,53hor



	- 2 -
Photograph Reproductions	
Personal use Publication	Cost + \$10.00 Cost + \$50.00
Service Fees	
Recordings and Compact Discs	\$1.00 per record or disc for 7 day overdues 10¢ per day, maximum \$5.00
Videos	\$1.00 per cassette for 2 day loan; overdues \$2.00 per day, maximum \$12
Reference Letters	
Non-Michigan residents	\$10.00
Replacement Costs	
Adult reference, non-fiction Adult non-fiction	\$30.00
Adult fiction	\$20.00
Young adult	\$20.00 \$20.00
Juvenile reference, non-fiction	\$20.00
Juvenile non-fiction Juvenile fiction	\$10.00
Juvenile easy books	\$10.00 \$10.00
Adult paperback	\$5.00
 Young adult paperback 	\$5.00 \$5.00
Juvenile paperback	\$3.00
Adult magazines	\$1.00
Juvenile magazines	\$1.00
Adult cassettes	\$20.00
Juvenile cassettes	\$10.00
Newspapers	\$1.00
Reserves	50¢ each
Telefacsimile Charges	•
DPL Branch patrons	40 ¢ nam nago
Outside agencies	40 ¢ per page 40¢ per page + \$2.00 handling fee
Rush reguests	40¢ per page + \$4.00 handling fee

TIP Mailing Labels 1¢/label + \$10.00 service charge

(Adopted by the Detroit Library Commission December 7, 1982, Revised November 19, 19 January 21, 1992, March 24, 1992)



Please retu	rn using	enclosed	d, postage-paid envelope by 5 March 19	993. FEES
1. Libr	ary N	ame <u>E</u> a	et Boton Rouge Brish	Leb. Date 2/00/93
2. Name	of Pe	erson (Completing Survey John	BRichard Ami
3. Phon	ne 37	4-3	89-3360 Fax 504	-309- F1 24
of fees services whether much. I	ent of now s to or no Please er day	this being the pot your be as	Frequent Fast Facts Survey charged by ULC member lublic. For each item be library presently charges specific as possible about ollars per use, etc. If at all, please cross out to	is to take a snapshot ibraries for various low, please indicate a fee, and if so, how at the charge, e.g., X
				Amount
·	40 -	Yes	Placing Reserves	.50
5. <u> </u>	10 <u> </u>	_Yes	Photocopies	. 10
·	10 <u>v</u>	Yes	Online Searching	Degende on databa
·N	ات م	Yes	Video Borrowing	Nothing
·N	10	Yes	Library Tours	Nothing
	10 <u> </u>	_Yes	Meeting Room Use	Nothing
0N	io <u>/</u>	_Yes	Faxing (User's Materials)	not for jubli
1N	lo _	Yes	Faxing (Library's Materials)	Nothing
2N	0 -	_Yes	ILL to Patrons	Postage
3N		_	ILL to Borrowing Library	Postage
4N	10 <u>\(\nu \) \(\nu \)</u>	Yes	Story Hours	Nothing
5N	o <u>v</u>	_Yes	Library Programs	Nothing
бN	o	Yes	Building Rental (Other than Meeting Room)	
7N	-	Ves	Use of Rental Collections	
8. <u> </u> N	0 _	Yes	Books on Tape	Nothing

Page	2			FEL	ES
19.	No	Yes	Renew Material	ls Nothing	
20.	No	Yes	Loan Extension	n Nothing	
21.	No	<u>√</u> Yes	Library Cards	Nothing	
22.	No	<u>√</u> Yes	Reference cal	1s Nothing	
23.	you c	urrently co	specify all other narge a fee and amou a separate sheet in	library services for whith the charged. Do not incluse for necessary	ich ıde
24.	at no	ces your In	.brary charges for a .e users? No	r determining what kinds and which ones are availal _Yes If so, please attac	ole
25.	Toode	or chargi	state legislation ng fees for public that applies best	n in your state address to library services? Pleast.	the ase
	st st	ate legis!ate legis! service.	ation permits chard lation prohibits ation prohibits ch	ess fees for service. ging fees for service. charging fees for <u>bas</u> narging fees for any publ	
	Comme	nts:			
26.	Are yo maker	ou experience s in your a	cing increased inte area to charge fees	erest/pressure from decision services?	lon
	<u> </u>	s <u> </u>	Somewhat	-	
	Comme	nts:			
27	Ploage	o +oll wa -	markhilman 3 m 13 m		

27. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services.

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Please return u	sing enclosed, pos	tage-paid envelope by 5 March 1993.	FEES
1. Librar	y Name <u>Cl</u>	ABOTH PUBLIC LIBI	1A14 Date <u>5/19/9</u>
2. Name of	f Person Comp	oleting Survey $\sqrt{0180H}$	J. KEENANJA.
3. Phone	907-354	-6060 Fax 90p - 3	CY -584T
services number or much. Ple	to the public not your like as a special day, Y dollar	quent Fast Facts Survey is arged by ULC member libric. For each item below brary presently charges a recific as possible about tars per use, etc. If your all, please cross out the	aries for various, please indicate fee, and if so, how he charge, e.g., x
			Amount
4No	Yes	Placing Reserves	25 \$
5. <u> </u> No	<u> </u>	Photocopies	10 8
5. <u>X</u> No	Yes	Online Searching	
7No	<u> </u>	Video Borrowing	1. POR DAY
3. No	Yes	Library Tours	
No.		Meeting Room Use	350.
10. <u>×</u> No	Yes	Faxing (User's Materials)	
No No	Yes	Faxing (Library's Materials)	
ız. <u>X</u> no	Yes	ILL to Patrons	
13. <u>×</u> No	Yes	ILL to Borrowing Library	
No No	Yes	Story Hours	
L5. <u>No</u> No	Yes	Library Programs	
le. No		Building Rental (Other than Meeting Room)	
17No	Yes V/	Use of Rental Collections	
18. <u>V</u> No	Yes	Books on Tape 65	

Page	2			FEES
19.	No	Yes	Renew Materials	
20.	Ж́ио	Yes	Loan Extension	
21.	\times No	Yes	Library Cards	
22.	$\overline{\chi}$ No	Yes	Reference calls	
23.	you ci	urrently charge	cify all other librar e a fee and amount cha parate sheet if neces	y services for which rged. Do not include sary
24.	servi	ces your librar	y/rationale for deter y charges for and which ers? NoYes]	mining what kinds of ch ones are available If so, please attach.
25.	issue	or charging f	te legislation in yo ees for public libra at applies best.	ur state address the ry services? Please
	Sta	ate legislation ate legislation service.	n doesn't address fee n permits charging fe on prohibits chargi n prohibits charging	es for service.
	Comme	nts:		
26.	Are yo	u experiencing s in your area	increased interest/pr to charge fees for 1	ressure from decision ibrary services?
	Ye	в Хио		
	Comme	nts:		
27.	libra	ries understand	ing else that would h d the situation in yo for some services.	elp other ULC member ur library regarding

66



Please return using enclosed, postage-paid envelope by 5 March 1993.				
1. Library Name	Enoch Praff Free Library son Completing Survey JoAnn Q. 16-5395 Fax (410)396	Date 2/24/93		
2. Name of Pers	on Completing Survey JoAnn (4.	Mondowney		
3. Phone 4/18/39	16-5395 Fax (410)396	-132/		
The intent of the fees now be services to the whether or not your bease be sents per day.	his Frequent Fast Facts Survey is sing charged by ULC member lib e public. For each item belo your library presently charges a e as specific as possible about Y dollars per use, etc. If you ce at all, please cross out the	s to take a snapshot raries for various w, please indicate fee, and if so, how the charge, e.g., x		
		Amount		
NoX_Y	-	.50		
No	es Photocopies	.15		
. <u>X</u> NoY	es Online Searching			
. <u>X</u> NoY	es Video Borrowing			
. <u> </u>	es Library Tours			
. <u>X</u> NoY	es Meeting Room Use			
0. <u>No</u> Y	es <u>Faxing (User's</u> Materials)			
1.×NoY	es Faxing (Library's Materials)			
2. <u>⊻</u> йо ұ	es ILL to Patrons			
3. <u>×</u> No <u>y</u> e	es ILL to Borrowing Library	•		
4. <u>X</u> No <u>Y</u> e	es Story Hours			
5. <u>×</u> No <u> </u>	Library Programs			
6. <u>No X</u> Y6	(Other than	2,500 Central Library		
7NoYе	Collections	(See attached)		
8. <u>X</u> No <u>Y</u> e	Books on Tape 67			

Page	2					FEES
19.	<u>×</u> No	Yes	Renew Mat	cerials		
20.	×_No	Yes	Loan Exte	ension		
21.	No	<u>X</u> Yes	Library (Cards	Scattache	d
22.	XNo	Yes	Reference	e calls		
23.	you ci	urrently c	specify all on the specify all of the specify all of the specific	d amount cha	iraed. Do no	for which ot include
24.	Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users?NoYes If so, please attach.					
25.	Does issue	any of the	e state legisl ng fees for p er that applies	ation in yo ublic libra	ur state ad	dress the
State legislation doesn't address fees for serviceState legislation permits charging fees for serviceState legislation prohibits charging fees for bas serviceState legislation prohibits charging fees for any publ library service.						vice. For <u>basic</u>
	Comme	nts:				
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	Ye:	s <u>X</u> No				
	Comme	nts:				
27.	libra	ries under	anything else stand the situ ees for some s	lation in yo	help other (our library	JLC member regarding

68



Staff Manual	section PUBLIC SERVICE
POLICY	Subject CUSTOMERS: FEE PAYING

General Policy

Borrowers who live outside of Maryland and who are not entitled to free privileges (see 311b) may borrow books and other materials from the library upon payment of a fee of \$15 a year beginning \cap the date of registration with no rebate for any unused portion of the succeeding twelve months.

Business Card (for free business card, see 318-2b)

A nonresident business card (see 318-2b) is issued at the State Library Resource Center only for a fee of \$50 per year to businesses located outside of Maryland which do not qualify for free business cards.

Duration

The duration of a paying nonresident card, individual and business, is one year.

6/4/91 Revised



Staff Manual	Section: PUBLIC SERVICE		
Policy	Subject: LOST OR STOLEN CARD		

General Policy

A library customer may report a lost or stolen library card by telephone to any Pratt Agency, however, must appear in person to reregister for a library card. A borrower is responsible for library materials checked out on his or her card until it is reported lost or stolen. A fee of \$1.00 is charged to replace a lost card.





Staff Manual	Section: PUBLIC SERVICE	
POLICY	Subject: REGULATIONS: FEES	

General Policy

The borrower is responsible for all materials borrowed on a card prior to the date of the report of the lost card. The borrower is not responsible for any materials charged on the card after the date when the card is reported lost, and when library records are marked accordingly. A borrower reporting lost materials from Maryland public libraries is advised to report the loss to the system from which the materials were borrowed.

Lost Materials

- (1) Adult and Young Adult book -- is charged the cost as listed in CLSI and a \$6.00 processing fee. When one volume of a work of two or more volumes is lost by a borrower, the department head or branch manager determines the price to be charged. The replacement price depends on whether a single volume may be purchased. If loose plates from books are lost, the full cost as listed in CLSI is charged.
- (2) Children's books -- if borrowed on a child's card, the replacement fee is \$3.00 and a \$6.00 processing fee.
- (3) Unaccessioned paperbacks, pamphlets, serials -- flat rate of \$1.00 for each item is charged.
- (4) Unframed pictures -- a flat rate of \$.13 is charged for unframed picture with a maximum of \$5.00 per envelope.

(more)



Miscellaneous

- (1) Fines are not charged for books reported in quarantine.
- (2) Natural catastrophes -- no fines or damage fees are charged for materials unavoidable damaged by fire or water (as when a house is destroyed by fire, flood, or storm).

Refunds

(1) A refund excluding the processing fee is made for any lost and paid material found and returned to the Pratt Library in usable condition with six months after the date due. No refunds are given for recovered lost materials costing less than \$1.00.

7/24/91 Revised

Page 3



Staff Manual	Section:	
	PUBLIC SERVICE	
POLICY	Subject: BUSINESS LOANS (SLRC ONLY)	

Eligibility

Loan privileges are available to businesses which require the use of library materials in connection with their work. A business card is issued free of charge when the business is located in Maryland. This type of card is good for one year. Nonresident business cards, for businesses located outside of Maryland, may be obtained for a fee of \$50.00 per year.

Applications

Companies interested in this type of loan must apply to the SLRC Circulation Department, where a special application (Form #33) may be obtained. The application (which lists the rules and regulations of this type of loan) is signed by an officer of the company. Signatures and addresses of other employees who are authorized to use the business card are listed on the reverse side.

Restrictions

All business cards are kept in the SLRC Circulation Department since they may be used only at the State Library Resource Center. Any person authorized to use the card is required to sign when borrowing library materials for the company. Individuals are not permitted to use this special privilege to borrow materials for personal use.

Overdues

(See policy 317-3b) When the application is signed originally, an agreement is made that the company is held responsible for any lost library materials and fines accrued by those who are authorized to borrow materials on the business card.

7/24/91 Revised



PRATT POLICY ON THE USE OF CENTRAL HALL DURING CLOSED HOURS

- 1. PRATT LIBRARY FACILITIES ARE AVAILABLE FOR USE BY INDIVIDUALS, GROUPS, NON-PROFIT ORGANIZATIONS AND CORPORATIONS UNDER GUIDELINES ESTABLISHED BY THE BOARD OF TRUSTEES.
- 2. ALL REQUESTS MUST BE SUBMITTED IN WRITING TO THE CHIEF OF CENTRAL AND APPROVED BY THE DIRECTOR NO LESS THAN SIXTY (60) DAYS PRIOR TO THE DATE OF THE FUNCTION. IN CASES WHERE THERE IS MORE THAN ONE GROUP REQUESTING THE SAME DATE
- 3. FEES FOR RENTAL OF CENTRAL HALL WILL BE AS FOLLOWS FOR ALL DATES EXCEPT HALLOWEEN, CHRISTMAS EVE AND NEW YEARS EVE:
 - A. NON-PROFIT ORGANIZATIONS- \$2,000 FOR THE FIRST FOUR HOURS. THE FEE FOR EACH ADDITIONAL HOUR OR PORTION THEREOF SHALL BE \$200.
 - B. PRIVATE SECTOR INDIVIDUALS/ORGANIZATIONS- \$2,500 FOR THE FIRST FOUR HOURS AND \$250 FOR EACH ADDITIONAL HOUR OR PORTION THEREOF.

THE FEES FOR HALLOWEEN, CHRISTMAS EVE AND NEW YEARS EVE WILL BE AS FOLLOWS:

- A. NON-PROFIT ORGANIZATIONS- \$2,500 FOR THE FIRST FOUR HOURS AND \$250 FOR EACH ADDITIONAL HOUR OR PORTION THEREOF.
- B. PRIVATE SECTOR INDIVIDUALS/ORGANIZATIONS- \$3,000 FOR THE FIRST FOUR HOURS AND \$300 FOR EACH ADDITIONAL HOUR OR PORTION THEREOF.
- 4. THE BUILDING MUST BE CLEARED BY NO LATER THAN 12:00 A.M. ON WEEKDAYS AND 1:00 A.M. ON WEEKENDS.



- 5. A DEPOSIT EQUAL TO ONE-HALF OF THE RENTAL FEE AND MADE PAYABLE TO THE DIRECTOR OF FINANCE IS DUE AND PAYABLE UPON ACCEPTANCE OF THE LICENSING AGREEMENT AND COMPLETION OF THE APPLICATION. THIS FEE SHALL BE REFUNDED IF WRITTEN NOTICE OF CANCELLATION OF THE FUNCTION IS RECEIVED ON OR BEFORE THE FOURTEENTH (14TH) DAY PRIOR TO THE SCHEDULED DATE OF THE FUNCTION.
- 6. THE BALANCE OF THE RENTAL FEE MADE PAYABLE TO THE DIRECTOR OF FINANCE IS DUE AND PAYABLE FIVE (5) DAYS PRIOR TO THE DATE OF THE FUNCTION.
- 7. A CERTIFICATE OF INSURANCE NAMING THE BOARD OF TRUSTEES AND THE CITY OF BALTIMORE AS CO-INSURED FOR THE DURATION OF THE FUNCTION MUST ACCOMPANY THE LICENSING AGREEMENT. AS SET FORTH IN THE LICENSING AGREEMENT THE PUBLIC LIABILITY INSURANCE, INCLUDING LIQUOR LIABILITY, TO COVER PERSONAL INJURY AND DAMAGE TO OR DESTRUCTION OF PROPERTY WILL CONTAIN LIMITS OF NOT LESS THAN \$2,000,000 PER OCCURRENCE.
- 8. THE SPONSOR OF THE FUNCTION WILL BE RESPONSIBLE FOR ALL COSTS INCURRED IN CATERING AND PRESENTATION. CATERERS ARE RESPONSIBLE FOR ALL PREPARATION AND CLEAN-UP AND MUST BE APPROVED BY THE ENOCH PRATT FREE LIBRARY.
- 9. ALL ARRANGEMENTS FOR THE FUNCTION WILL BE CLEARED WITH THE CHIEF OF CENTRAL AT LEAST FOUR WEEKS PRIOR TO THE FUNCTION SO THAT THE CHIEF OF FACILITIES HAS SUFFICIENT TIME TO COORDINATE SECURITY AND STAFF.
- 10. ALL COPY FOR ADVERTISEMENTS, PROMOTIONS, INVITATIONS AND THE LIKE MUST BE SUBMITTED TO THE CHIEF OF CENTRAL AND APPROVED BY THE CHIEF OF PUBLIC RELATIONS PRIOR TO ANY PRINTING OR DISTRIBUTION THEREOF.
- 11. THE PUBLIC RELATIONS OFFICE WILL ADVERTISE AS NECESSARY TO PROMOTE THE AVAILABILITY OF CENTRAL HALL. CONSIDERATION



SHOULD BE GIVEN TO ADVERTISEMENT IN THE BALTIMORE SUN, CITY PAPER, ETC.

12. ALL ACTIVITIES ARE TO BE COORDINATED BY THE CHIEF OF CENTRAL WITH ASSISTANCE FROM THE CHIEF OF FACILITIES. ALL MONIES ARE TO BE FORWARDED TO THE BUSINESS OFFICE IN A TIMELY MANNER.

Piease return us	ing enclosed, p	ostage-paid envelope by 5 March 198	93. FEES
. Library	Name <u>Eu</u>	gene Public Library	Date 2/23/93
2. Name of	Person Co	mpleting Survey Carol Hil	debrand
Phone	503 687-54	54 Fax 503 34	1-5898
services to whether or much. Pleasents per o	o the pub not your l ase be as a day, Y dol	requent Fast Facts Survey charged by ULC member 1 lic. For each item be ibrary presently charges specific as possible about lars per use, etc. If y all, please cross out the	ibraries for various low, please indicate a fee, and if so, how t the charge, e.g., x
			<u>Amount</u>
·No	Yes	Placing Reserves	\$1.00/item
No	Yes	Photocopies	10¢/page(machine charge
. <u>×</u> No	Yes	Online Searching	no charge basic search
. <u>x</u> No	Yes	Video Borrowing	
. <u>x</u> No	Yes	Library Tours	
. <u>x</u> No	Yes	Meeting Room Use	
on _o	Yes	Faxing (User's Materials)	
1No	Yes	Faxing (Library's Materials)	\$5.00/transaction
2No	_x_Yes	ILL to Patrons	\$1.00 - \$2.00
3. <u>×</u> No	Yes	ILL to Borrowing Library	
4. <u>×</u> No	Yes	Story Hours	
5. <u>×</u> No	Yes	Library Programs	
6. <u></u> 110	Tes Tes	Building Rental (Other than Meeting Room)	
7. Nr -	Aez	Use of Rental	
		Collections	

19NoYes		ege 2	Page
21xNoYes		9NoYesRenew Materials	19.
 22. x No Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary out-of-city cards, \$50.00/household/year duplicate cards, \$1.00 for replacement 24. Do you have a policy/rationale for determining what kinds of 		0NoYesLoan-Extension	20.
 Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary out-of-city cards, \$50.00/household/year duplicate cards, \$1.00 for replacement Do you have a policy/rationale for determining what kinds of 		1xNoYes	21.
you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary out-of-city cards, \$50.00/household/year duplicate cards, \$1.00 for replacement 24. Do you have a policy/rationale for determining what kinds of		2. X No Yes Reference calls	22.
24. Do you have a policy/lactonate for determining what kinds of		you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary out-of-city cards, \$50.00/household/year duplicate cards, \$1.00 for replacement	
services your library charges for and which ones are available at no cost to the users? No $\frac{X}{Y}$ Yes If so, please attach.		services your library charges for and which ones are available	24.
attached 25. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best.		5. Does any of the state legislation in your state address the issue of charging fees for public library services? Pleas	25.
<pre>State legislation doesn't address fees for service: yet. State legislation permits charging fees for service. State legislation prohibits charging fees for basic service. State legislation prohibits charging fees for any public library service.</pre>		State legislation permits charging fees for service. State legislation prohibits charging fees for bas: service. State legislation prohibits charging fees for any publication	
Comments: SB21, which would prohibit charging for basic library services, is expected to be voted in the Senate Feb.23. Next to the house! Copy atta	;, :tac	Comments: SB21, which would prohibit charging for basic library serving is expected to be voted in the Senate Feb.23. Next to the house! Copy	
26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services?		6. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services?	26.
YesX_No		Yes X No	
Comments: We are experiencing pressure to develop new "special" services market; for example, a customized research service or coffee shop. Citywice planning/priority-setting process showed little public support for using fees as revenue to run the library. 27. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services. Residents of unincorporated areas of Lane County pay no taxes for public library service. The only public libraries they have available to them are city libraries, which all charge for nonresident borrowers' cards.	; to vide	planning/priority-setting process showed little public support for use fees as revenue to run the library. 7. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services. Residents of unincorporations of Lane County pay no taxes for public library service. The only publisheries they have available to them are city libraries, which all charge	are lil

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



WHAT YOU GET FOR \$50.00

Upon payment of the annual fee, non-residents have full use of:

253,692 books

255 microforms

10,282 audiocassettes & records

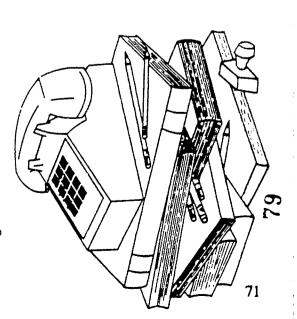
985 video cassettes

5,000 other materials

670 newspapers & magazine subscriptions

Fifty dollars may seem like a lot of money, but some comparisons may help put it in perspective. Five average-priced hardbound books cost at least \$100.00, not counting expensive reference books. An aerobics class at one of the community centers costs \$40.00 for three months. A one-year subscription to Time Magazine for one year costs \$58.00. An evening at the movies for a family of four, with popcorn and soft drinks, costs at least \$30.00.

When put into perspective, \$50.00 for public library service for a year looks like the incredible bargain it is.





WE WANT TO SERVE YOU

We want to be your library. We want you to have the best library service we know how to deliver. We wish it were tax-supported so that we could offer you a "free" library card, but it isn't and we can't. Until the government in the area where you live provides tax-supported library service, we must collect the cost directly.

When you purchase a library card from Eugene Public Library, you purchase our pledge to provide you with the best library service we know how to deliver at a reasonable cost.



NON-RESIDENT

FEES



Why do I have to pay

for library service?



Eugene Public Library

City of Eugene 100 West 13th Avenue Eugene. Oregon 97401 3484 (503) 687-5450

January, 1991

ERIC

Non-Resident Fees

Before you bought your new house in the children would go to school and what kind of fire Chances are you didn't think to ask about where Why should you? If you had moved to the area Portland or Seattle, or almost anywhere but Eugene, you wouldn't have a problem, because county governments in those places have supported library service to their citizens. The around Beaverton, or Salem, or Roseburg, or accepted the responsibility of providing tax-Eugene-Springfield area is one of only a few urban areas in the country where this has not suburbs or built your dream house in the country, you probably checked carefully where your protection and police protection you would have. you and your children would get library service.

SOME BACKGROUND **NFORMATION**

other countries. Even in America it wasn't always this way, and in some parts of Oregon, it still entertainment, and culture for every citizen as a America's tax-supported public libraries are unique and are the envy of much of the rest of the world. Access to information, education, service of local government is unheard of in most

Public library service in the U.S. traces its beginnings to private enterprises such as Ben-As the country grew, people began to think that public library service, like education, was too important to leave to chance. Private, subscription libraries began to be replaced with tax-supported amin Franklin's Library Company of Philadelphia. public libraries.

h. s.

ouildings upon the land the way John Chapman sowed apple seeds eight decades earlier, his gifts loday. Emblazoned over the doors of many of these Carnegie buildings are the words 'Free To All* which has led to some confusion. What was als collected in the library has been misunderstood by some to mean that library service doesn't or When Andrew Carnegie broadcast library took root, blossomed, and bore fruit that we enjoy meant as an invitation to enter and use the materishouldn't cost anything. That just isn't so.

In 1903 the Oregon Legislature authorized these citizens have invested more than it is today. Each year they pay more than \$2,000,000 to keep the collections current, pay \$27,000,000 to make Eugene Public Library what local government to levy taxes to support library The citizens of Eugene immediately accepted the responsibility, and the Eugene Public Library became a city service in 1904. Since then, their staff, and maintain the building.



 $\overline{\omega}$

The citizens of Eugene own the Eugene help. However, if a non-resident wishes to person to pay a fair share to help support the Jublic Library, but they are willing to share it with others. Anyone may walk in and use the collections, phone for information, and ask the staff for borrow materials, the citizen-owners require that operation and maintenance of the library.

SETTING THE FEE

The theory of tax-supported services is simple. Services that are too important to leave to chance are paid for through taxes. People pay whether they use the service or not because having the service available benefits the whole community indirectly. Spreading the cost over a broad community base keeps the costs low for everyone. Thus, everyone pays to support the public school system whether or not one has children in school. Fees for services are based on what it actually costs to provide the services. When the Library's total tax-supported budget is divided by the number of residents and households in the City, the result is the actual cost to Eugeneans or their Library. The current cost of Eugene Public Library service is just about \$50.00 per household per Holders of non-resident library cards have \$2the same status as resident borrowers and are For more information, please see the new subject to the same policies regulations and fees. borrowers' brochure.

Eugene Public Library 100 West 13th Avenue Eugene, Oregon 97401

November 18, 1992

TO:

Library Board

FROM:

Carol Hildebrand Carol

SUBJECT:

ANNUAL REVIEW OF FEES AND CHARGES

Based on current cost figures, Division Heads and Supervisors recommend no changes to the list of fees and charges for 1993. Thanks to automation, the cost of reserves has declined from \$2.62 to \$.76 each (we charge \$1.00); thanks to rearranging Circulation and Reference staff time, interlibrary loan costs declined from \$6.67 to \$3.21 each (we charge \$2.00 for out of county); however, increased cost of notice blanks raised overdue costs from \$.95 to \$1.02 (we charge \$1.00).

Eugene's population grew to an estimated 118,370 in the year ending July 1, 1992; that makes the FY93 per-person cost for the Library's General Fund budget \$22.21. With an average household size of 2.3 persons, the per-household cost is \$51.08. For that small a differential, we recommend not raising the nonresident fee.

Likewise, the standard replacement charges still seem to be appropriate. For newer items, where an actual purchase cost is listed, that's what is charged; the system defaults to standard replacement charge only when actual cost is not in the database.

We may come back to you in a few months with fee recommendations in two areas we are looking at - meeting rooms and database searching. The staff Space Committee is now working on finding more space for the fiction collection (at least) and may recommend other uses for the lecture room, so we'll wait with any changes in meeting room policy until they are done. Also, the <u>Register Guard</u> index has become a workload issue, both in terms of the time we spend creating it and demands for information and printouts. (<u>Register Guard</u> reporters call us, lots of times, and the public doesn't get to use their index at all.)

These recommendations are presented for your review and approval.



1992 FEES AND CHARGES

Non-City Residents (annual) \$50.00 for individual or family (\$25.00 for 6 months)

Duplicate Library Card \$1.00

Reserves

\$1.00 per notice

Interlibrary Loan

\$2.00 for interlibrary loans outside of Lane County \$1.00 for interlibrary loans inside Lane County

Overdues

\$1.00 service charge first notice

\$2.00 service charge for second (billed) notice

\$5.00 basic collection fee; for delinquent accounts over \$100, 15% of value.

Replacement Charges (List price is charged if available and greater than the minimum charge.)

Adult Books: \$15.00

Children's Books: \$10.00

Young Adult Books: \$15.00

Paperbacks: \$7.00

Documents: \$5.00 to \$10.00

Records: \$10.00 + \$5.00 per additional disc, depending upon number of discs in the album. Charge added for jacket ranges from \$1.50 to \$3.00, depending on number of sleeves

Audiocassettes (Adult and Children): \$10.00

Videocassettes: \$25.00

Books on Tape: \$50.00

Magazines: (Adult and Children) \$5.00

Art Prints: Cost of the framed print (current range of costs is \$20.00

to \$150.00)

Compact Discs: \$15.00

Online database searching: no charge for a basic search; printouts and extended searches provided at cost on un individual basis.

Approved by the Library Board at their meeting on 01/08/92



- 5 -

1993 FEES AND CHARGES

Non-City Residents (annual)

\$50.00 for individual or family (\$25.00 for 6 months)

Duplicate Library Card

\$1.00

Reserves

\$1.00 per notice

Interlibrary Loan

\$2.00 for interlibrary loans outside of Lane County

\$1.00 for interlibrary loans inside Lane County

Overdues

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depending on number of sleeves

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Videocassettes: \$25.00

Books on Tape: \$50.00

Magazines: (Adult and Children) \$5.00

Art Prints: Cost of the framed print (current range of costs is \$20.00

to \$150.00)

Compact Discs: \$15.00

Online database searching: no charge for a basic search; printouts and

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extended searches provided at cost on an individual basis.

Approved by the Library Board at their meeting on December 2, 1992

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67th OREGON LEGISLATIVE ASSEMBLY-1993 Regular Session

Senate Bill 21

Printed pursuant to Senate Interim Rule 213.28 by order of the President of the Senate in conformance with presession filing rules, indicating neither advocacy nor opposition on the part of the President (at the request of Joint Interim Committee on Education, Work Group on Oregon Library Services, Oregon Library Association)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure as introduced.

Modifies definition of "public library" or "public library system" to specify that basic library and information services are available free of charge. Defines "basic library and information services."

A BILL FOR AN ACT

- 2 Relating to public library services; amending ORS 357.400.
- 3 Be It Enacted by the People of the State of Oregon:
- SECTION 1. ORS 357.400 is amended to read:
- 5 357.400. As used in ORS 357.400 to 357.621:
- (1) "Basic library and information services" includes but is not limited to:
- 7 (a) Admission to library;
- 8 (b) Circulation of the general collection; and
 - (c) Basic reference services.
 - [(1)] (2) "Governing body" means the board, commission, council or other body which governs the local government unit.
 - [(2)] (3) "Local government unit" means any city, county, library service district established under ORS chapter 451, school district, community college district or a library district established under ORS 357.216 to 357.286.
 - [(3)] (4) "Public library" or "public library system" means a public agency responsible for providing and making accessible, without charge to all residents of a local government unit, basic library and information services suitable to persons of all ages.

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Please return using enclosed,	postage-paid envelope by 5 March 199.	3. FEES
1. Library Name <u>fe</u>	rguson Library	Date 2/22/92
	empleting Survey Kathery	A 1 1 .
	1-1000 Fax 203-	
The intent of this For fees now being services to the purhether or not your nuch. Please be as sents per day. Y do	requent Fast Facts Survey : charged by ULC member liblic. For each item bellibrary presently charges a specific as possible about llars per use, etc. If vot all, please cross out the	is to take a snapshot braries for various ow, please indicate a fee, and if so, how the charge, e.g., x
		Amount
1. No Yes	Placing Reserves	
No Vyes	Photocopies	#.10 per copy.
No Yes	Online Searching	· ' ' ()
No Yes	Video Borrowing	
No Yes	Library Tours	
No Yes	Meeting Room Use	
O. No Yes	Faxing (User's Materials)	
1Yes	Faxing (Library's Materials)	
2. <u>/</u> No <u>Yes</u>	ILL to Patrons	
3. No Yes	ILL to Borrowing Library	
4. <u>No</u> Yes	Story Hours	
5. No Yes	Library Programs	
.6. No Yes	Building Rental (Other than Meeting Room)	
7 No Yes	Use of Rental Collections	
8. No Yes	Books on Tape	2

Page	2			FEES
19.	No	Yes	Renew Materials	
20.	No	Yes	Loan Extension	
21.	<u>i</u> No	Yes	Library Cards	
	No		Reference calls	
23.	you ci	urrently charq	ecify all other librar e a fee and amount cha eparate sheet if neces	raed. Do not include
24.	servi	ces your libra	cy/rationale for deter ry charges for and which sers?NoYes]	ch ones are available
25.	Does issue	any of the st	ate legislation in you fees for public librar at applies best.	ur state address the
	st	ate legislati service.	on doesn't address fee on permits charging fe on prohibits chargion prohibits charging ce.	ng fees for <u>basic</u>
	Comme	nts:		
26.	Are yo maker	u experiencing s in your area	g increased interest/pr to charge fees for l	essure from decision ibrary services?
	Yes	s No		
	Comme	nts:		
27.	Please	e tell us anyti ries understan	hing else that would h	elp other ULC member

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

charging user fees for some services.



Please return using enclosed, posta	age-paid envelope by 5 March 1993.	FEES
1. Library NameFree	Library of Philadelphia I	Date 3/1/93
2. Name of Person Compl	eting SurveyJ. Randall Rose	ensteel
3. Phone <u>215-686-7502</u>	Fax 215-686-536	8
or fees now being cha services to the public whether or not your lib: much. Please be as spe cents per day, Y dolla:	uent Fast Facts Survey is to t rged by ULC member librarie c. For each item below, pl rary presently charges a fee, cific as possible about the c rs per use, etc. If your lib ll, please cross out the enti	s for various lease indicate and if so, how harge, e.g., X
	<u>A</u> :	mount
4No <u>x</u> Yes	Placing Reserves 25c NYTime	es Best Sellers on
No X Yes	Reference letters: Photocopies Page. Self-service	
No X Yes	VU Text: \$2 Online Searching costs only.	for 1st 5 mins. t
	Video Borrowing	
X No Yes	Library Tours	
No X Yes	Charges only Meeting Room Use Rates vary	y after normal ope according to room.
	Faxing (User's Materials) Credit card	
11. X No Yes	Faxing (Library's Materials)	
l2. X No Yes	ILL to Patrons	
.3. X No Yes	ILL to Borrowing Library	
4. X No Yes	Story Hours	
.5. X No Yes	Library Programs	
l6No _X_Yes	Building Rental (Other than Meeting Room) See #9	above.
17. X No Yes	Use of Rental Collections	

Page 2			FEES
19. <u>X</u> No	_Yes	Renew Materials	
20. <u>x</u> No	_Yes	Loan Extension	
21. <u>X</u> No	_Yes	Library Cards	
22. <u>X</u> No	_Yes	Reference calls	
fines. A	ently charge Attach a ser lot project: c	a fee and amount cha parate sheet if nece oin-operated printers w	ith CD-ROM databases for
services	ave a policy your librar	y charges for and whi	rmining what kinds of ch ones are available If so, please attach.
Tagge OI	charging re	te legislation in yo ees for public libra t applies best.	our state address the ary services? Please
State State serv _X_State	legislation legislatio ice.	doesn't address fer permits charging for n prohibits charg prohibits charging	ees for service
Comments:			
26. Are you ex makers ir	periencing your area	increased interest/p to charge fees for	ressure from decision library services?
<u>X</u> Yes	No		
Comments:			
Tipraries	understand	ing else that would the situation in your come services.	help other ULC member our library regarding
To date our paper [#23	fees have bee above], postag	en to cover costs only: ge [#4 above], etc.	e.g., connect time [#6 above],

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which perticipated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



			ostage-paid envelope by 5 March 1993.	FEES
1.	Librar	y Name How	Nopin Co. Libery Winneto. tra, MN	Date 3 Maich
			mpleting Survey Dav. (James
3.	Phone	(612/54)	1-8535 Fax (612) 541 -	2600
The of ser whe muc	intent fees n vices ther or h. Ple ts per	of this From the of the public not your last the as a day, Y dol	requent Fast Facts Survey is to to charged by ULC member librarie clic. For each item below, plaibrary presently charges a fee, specific as possible about the clars per use, etc. If your library please cross out the entire	ake a snapshos for various lease indicat and if so, ho harge, e.g.,
			<u>A</u> 1	mount
4.	No	Yes	Placing Reserves	
		Yes	Photocopies \	\$ \$/cupy
6.	No	Yes	Online Searching	
7.	No	_√Yes	Video Borrowing A 2.00 /	Zdays "Keltine
8.	No	Yes	Library Tours	· \
9.	No	Yes	Meeting Room Use Most No	100,15 - Yes
10.	No	Yes	Faxing (User's Materials)	10
	No		Faxing (Library's Materials)	
12.	No	Yes	ILL to Patrons	
		Yes	ILL to Borrowing Library	
14.	No	Yes	Story Hours	
15.	No	Yes	Library Programs	
16.	No	Yes	Building Rental (Other than Meeting Room)	
	No	Yes	Use of Rental Collections	
		Yes		

Page	2			FEES
19.	No	Yes	Renew Materials	
20.	No	Yes	Loan Extension	
21.	No	Yes	Library Cards	
22.	<u>√</u> No	Yes	Reference calls	
23.	you ci	urrently charg	ecify all other librar e a fee and amount cha eparate sheet if neces	ry services for which rged. Do not include ssary
24.	servi	ces your libra	ry charges for and whi	rmining what kinds of ch ones are available If so, please attach.
25.	ıssue	of charging f	ate legislation in yo fees for public libra at applies best.	our state address the ry services? Please
	Sta	ate legislatio ate legislati service.	on prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comme	nts:		
26.	Yes	s in your area	increased interest/p to charge fees for]	ressure from decision library services?
	Comme	ncs:		
27.	IIDLG	ries understan	ning else that would had the situation in your for some services.	nelp other ULC member our library regarding

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



WR 1 2 1993

ROBIVE N

Urban Libraries Council Frequent Fast Facts Survey

Please ——	e return u	sing enclosed,	postage-paid envelope by 5 March	1993. FEES
:	Librar	y Name H	ouston Public Library	Date 3-5-93
.]	Name of	Person Co	ompleting SurveyLou C	Caldwell
• 1	Phone	247-2701	Fax	7–3531
erv het uch ent	ices ther or Ples per	to the pull not your ase be as day, Y do	charged by OLC member blic. For each item ;	ey is to take a snapshot libraries for various below, please indicate as a fee, and if so, how out the charge, e.g., x your library does not the entire question.
				Amount
•	No	X_Yes	Placing Reserves	\$1.00
,	No	_X Yes	Photocopies	Coin Op-10¢ per page \$1/Citation + 25¢/Page-if
•	No	Yes	Online Searching	\$15.00 + Database Charge
•	X _{No}	Yes	Video Borrowing	
	X No	Yes	Library Tours	
	No	_x_Yes	Meeting Room Use	\$15.00 for 3 hours
• .	No	Yes	Faxing (User's Materials)	
١.	No	Yes	Faxing (Library's Materials)	
· .	X No	Yes	ILL to Patrons	
3	X No	Yes	ILL to Borrowing Library	
4. .	X No	Yes	Story Hours	
5. ₋	X No	Yes	Library Programs	
5. ₋	No	Yes	Building Rental (Other than Meeting Room)	
	No	Yes	Use of Rental	
· -			Collections	

Page 2	?			FEES
19.	X No Yes	Renew Ma	iterials	
20.	X No Yes	Loan Ext	ension	
21.	X No Yes	Library	Cards	Free for residents \$40.00 non-residents
22.	X No Yes	Referenc	e calls	
23.	Other please you currently o fines. Attach	harge a fee ar	nd amount cha	ry services for which arged. Do not include ssary
24.	at no cost to the	ibrary charge: ne users? <u> </u>	s for and whi NoYes	rmining what kinds of ich ones are available If so, please attach.
25.	No written policy, Does any of the	Evaluate costs e state legis ing fees for	of services in lation in yo public libra	dividually. Our state address the ary services? Please
	State legislState legislservice.	ation permits lation prohi lation prohib	charging for the charg	es for service. ees for service. ing fees for <u>basic</u> g fees for any public
		Library Systems		charges for certain services.
26.	Are you experier makers in your	cing increase area to charg	d interest/p ge fees for	pressure from decision library services?
	X YesNo)		
	Comments: Encou	raged to develop	cost recovery	y services.
27.	Please tell us libraries under charging user f	stand the sit	uation in y	help other ULC member our library regarding

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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Other charges:

Parking:

\$2.00 - each hour - no limit

Microform copies

25 cents/page coin-op 75 cents/page + \$2.00 handling - staff



- (4) In counties with a library established by the county commissioners count and that spends no city funds or an incorporated library that spends no city funds and one or more city libraries that spend county and city funds are credited with serving their city populations plus a percentage of the county population living outside the cities. The percentage is the ratio of each city's population to the county population. The county library or incorporated library that spends county tunds and no city funds serves all county residents not served by a city library.
- (5) In countles with one library that spends county funds and one or more public libraries that do not spend county funds, the library that spends county funds is credited with serving the county population, less the populations of cities with public libraries.
- (6) In counties with more than one library that spends county funds and no city funds, the county population living outside cities with public libraries shall be prorated among the libraries in the same ratio as the county funds are expended.
- (7) When school districts contract with one or more nonprofit corporations, cities, or counties for public library services as part of their students' educational program, the state library shall estimate the total population living within the school district.
- (8) Libraries that enter into agreements or contracts with counties, cities, or school districts to provide public library services will be assigned population under this section whether or not there is an exchange of funds.
- (9) In libraries where the population of a federal or state eleemosynary or correctional institution or military installation exceeds ten percent of the entire population of the area served by a public library, the residential or base population shall be subtracted from the population served by that library if these persons are served by an institutional or base library.
 - (10) When a library believes that the acceptance of county funding would result in the assignment of an unrealistic population figure, it may request in writing that the Library Systems Act Advisory Board approve an exception to the population served methodology. The Board will use its discretion to devise a method by which data from the Bureau of the Census will be used to calculate the assignment of population served.
- \$1.72 Public Library Service.

Library services include the dissemination of materials and/or information by the library staff to the general public during posted or otherwise published hours of library outlets. A public library shall provide library services without a use charge to all persons residing in the library's tax supporting political subdivision. The following exceptions to this rule are permitted at the discretion of the library's governing authority: reserving library materials; use of meeting rooms; replacement of lost borrower cards; fines for overdue, lost or damagad materials in accordance with local library policies; postage; in-depth reference services on a contractual basis; photocopying; telefacsimile and daposits on equipment; and charges for the use of materials and machine-readable data hases not owned by the library, major resource center, or regional library system for which the vendor or supplier has charged a

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§1.73 Public Library: Legal Establishment.

A public library shall be established as a department of a city or county government by charter, resolution, or ordinance; or by contract as provided for in the Interlocal Cooperation Act, Texas Civil Statutes, Article 4413(32c); or as a nonprofit corporation chartered by the Office of the Secretary of State for the purposes of providing free public library services, and having a current contract with a city, county, or school district to provide free public library services for the city, county, or school district.

\$1.74 Local Operating Expenditures.

A public library must demonstrate local effort on an annual basis by maintaining or increasing local operating expenditures or per capita local operating expenditures. Expenditures for the current reporting year shall be compared to the average of local operating expenditures or to the average of per capita expenditures for the three preceding years. Libraries that expend at least \$10.00 per capita and at least \$50,000 are exempt from this membership criterion. A public library shall have minimum local expenditures of \$5,000.

§1.75 Public Library: Nondiscrimination.

A public library shall have on file at the state library a statement certifying that no person shall be excluded from participation in or denied the benefits of the services of that library on the grounds of race, color, or national origin.

§1.77 Public Library: Local Government Support.

At least half of the annual local operating expenditures required to meet the minimum level of per capita support for accreditation must be from local government sources. A public library that expends at least \$10 per capita is exempt from this membership criterion if it shows evidence of some library expenditures from local government sources and is open to citizens under identical conditions without charge. Local government sources are defined as money appropriated by school districts or by city or county governments from their general revenue monies.

§1.78 County Librarian's Certificate.

A county library shall not be eligible for accreditation unless the county librarian has received from the Texas State Library and Archives Commission a certificate of qualification, nor shall any municipal library that receives county funding be eligible for accreditation unless the municipal librarian has received from the Texas State Library and Archives Commission a cerulicate of qualification.

§1.79 Provisional Accreditation of Library.

A public library that does not meet one of the requirements for accreditation cited in §1.81 of this title (relating to Quantitative Standards for Accreditation of Library) may be provisionally accredited for not more than an initial three year period, if the library can demonstrate a reasonable expectation of meeting the requirements within three years. However, a newly estab! the library in a previously unserved county that does not meet two of the requirements for accreditation cited in §1.81 of this title (relating to Quantitativa Standards for Accreditation of Library) may be provisions¹¹ y accredited if the library can demonstrate a reasonable expectation of seting the requirements within three years.

<u>へ</u>の

Piease return us 	ing enclosed, p	ostage-paid envelope by 5 March 1	993. FEES
. Library	Name India	anapolis Maron Gunty Rub	lic Lib .Date 22 Ferg
		mpleting Survey Ray	
		9.1722 Fax 31	•
or rees no services to whether or nuch. Pleasents per	o the pub not your l not your l nse be as s day, Y dol	cequent Fast Facts Survey charged by ULC member clic. For each item be be specific as possible about all, please cross out	libraries for various slow, please indicate a fee, and if so, how ut the charge, e.g., x your library does not
1. <u>~</u> No	Yes	Placing Reserves	Amount but we charge I per it if reserved item is not
No	<u>√</u> Yes	Photocopies	
. No	Yes	Online Searching	(if done by Librarian + question; YES if specin
No	Yes	Video Borrowing	
. <u>/</u> No	Yes	Library Tours	
. No	Yes	Meeting Room Use	
0No		Faxing (User's Materials)	
1. <u>/</u> No	Yes	Faxing (Library's Materials)	One page (other \$1 por
2. <u>/</u> No	Yes	ILL to Patrons	(but we do pass on char made by lending library
3. <u>/</u> No	Yes	ILL to Borrowing Library	but we do pass on char made by lending library If in Indiana; contract to libraries; \$5 charge to out-
4. <u>/</u> No	Yes	Story Hours	
5. <u>/</u> No	Yes	Library Programs	
6No	Yes	Building Rental (Other than Meeting Room)	
7No	Yes	Use of Rental Collections	

Page	2		FEES
19.	No Yes	Renew Materials	
- 20.	No-Yes	Loan Extension	
21.	No Yes	Library Cards	(but , 25 % for temporary care and 1.25 for duplicate card
22.	No Yes	Reference calls	
23.	you currently char	ecify all other libr ge a fee and amount c eparate sheet if nec	ary services for which harged. Do not include essary
	none		
24.	at no cost to the	ary charges for and what where \sim 1 No \sim 1 Yes	ermining what kinds of hich ones are available If so, please attach.
25.	Our policy is no Does any of the si issue of charging check the answer t	tate legislation in fees for public lib	your state address the rary services? Please
	✓ State legislati ——State legislati service.	ion prohibits chargin	ees for service. fees for service. ging fees for <u>basic</u> ng fees for any public
	Comments: Statute is per	missive; not required.	
26.	Are you experiencing makers in your are	ng increased interest, ea to charge fees for	pressure from decision library services?
	✓YesNo		
	comments: By prop	erty tax review boar	-ds.
27.	libraries understa	thing else that would and the situation in a for some services.	d help other ULC member your library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC

Please return using enclosed,	postage-paid envelope by 5 March 1993.	FEES
. Library Name KA	NSAS (174, MO. Public KiBAHA)	te 2-/9-
Name of Person Co	ompleting Survey <u>WERRIC</u>	F. 70 ms
Phone $9/6-22$	21-2685 Fax 8/6-421-	7484
ervices to the pul mether or not your l ach. Please be as ents per day, Y do	requent Fast Facts Survey is to ta charged by ULC member libraries blic. For each item below, ple library presently charges a fee, a specific as possible about the challars per use, etc. If your library please cross out the entire	for various ase indicate nd if so, how arge, e.g.,
		ount
Yes	Placing Reserves	
No Ves	Photocopies $1C \notin f$	EN PAGE
No Yes	Online Searching 1 10 F	REE - ABOUR
No <u>Y</u> Yes		2 ntec x 3
Yes	Library Tours For Prof	DAY \$ 120
No Yes	Meeting Room Use	7
·NoYes	Faxing (User's Materials)	
No <u>/</u> Yes	Faxing (Library's #2° / Katerials)	REST OF U
·NoYes	ILL to Patrons PASS THRE	A FEE OR IFIU
NoYes	ILL to Borrowing Phone (op 4) Library #102 Batting	# 200 KIBLAR E CIF MO. \$5
No Yes	Story Hours	M.
· No Yes	Library Programs	
No Yes	Building Rental (Other than Meeting Room) October	CC IN ONE B
7. Yes	Use of Rental Collections	
B. Vo Yes	Books on Tape	
	PY AVARABLE 100	\ <u>-</u>

Page	2			FEES
		Yes	Renew Materials	
20.	No	Yes	Loan Extension	
21.	No	Yes	Library Cards	LOST CARDINOC ADULTS
22.	_√No	Yes	Reference calls	
23.	you cu fines	urrently charg	ecify all other lib e a fee and amount o eparate sheet if neo	cary services for which charged. Do not include cessary
24.	servi	ces your libra	ry charges for and w	cermining what kinds of hich ones are available If so, please attach.
25.	ISSUE	or charging	ate legislation in fees for public lib at applies best.	your state address the rary services? Please
	sta	ate legislatio ate legislati service.	on prohibits chargi	Tees for service. fees for service. rging fees for <u>basic</u> ng fees for any public
	Comme: A ∼y	nts: 44WCCCK	4 DMENDMENT REC	RUIRES VITE POR
26.	Are yo maker:	s in your area	g increased interest to charge fees for	/pressure from decision library services?
	Comme	nts:		
27.	Please	e tell us anvt	hing else that would	d help other UIC member

27. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services.

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



ease return using enclosed, po	stage-paid envelope by 5 March 1	993. FEES
Library Name _ Lake	Lanier Regional Library	Date 2/23/93
Name of Person Comp	oleting Survey Rhonda B	loyd
Phone (404) 822-	4522 Fax (404)	822-5379
ervices to the publicather or not your linch. Please be as spents per day, Y doll	quent Fast Facts Survey arged by ULC member ic. For each item b brary presently charges ecific as possible aboars per use, etc. If all, please cross out	libraries for various elow, please indicate a fee, and if so, how ut the charge, e.g., x
		Amount
X No Yes	Placing Reserves	
No _X_Yes	Photocopies	15¢ per page.
No _X_Yes	Online Searching	Online costs in excess of
χ No Yes	Video Borrowing	
X No Yes	Library Tours	
X No Yes	Meeting Room Use	
\$XX XXX\\$X\$XXX XXX <u>XXXXX\$\\$\\$</u> XXXXXX	<i>₩ŖĘĘĿŖŖŢ</i> ŖŶ XXXX ĠŹŶĬĬĬĠ X ŹŶŹĠŤXX Ĩ	
. No X Yes	(among branches) Faxing (Library's Materials)	No charge if patron does the material, otherwise
·No X Yes	ILL to Patrons	Patrons pay for rental c microfilm-\$3.25 per roll
. X No Yes	ILL to Borrowing Library	shipping per order.
. X No Yes	Story Hours	
. X No Yes	Library Programs	
XXX <u>XXXXIVOXXXXXXXXXX</u> XXDE XXXXXX	######### ###########################	
	₩₽ĠŖŢŀŶĠ ĊĬ ſŶ Ŗ₩Ċ Ń₽ĠŇŖŦ Ċ ĠŇŦŸ X	

Page	2			FEES
19.	X No	Yes	Renew Materials	
20.	<u>X</u> No	Yes	Loan Extension	No charge for residents, prop tax payers or employees of lo schools/government in our ser
21.	No	_X_Yes	Library Cards	area. \$15.00 annual fee for of-region residents who don't
22.	X No	Yes	Reference calls	meet above criteria.
23.	you cu	rrently ch	arge a fee and amount c a separate sheet if nec	cary services for which charged. Do not include cessary
24.	servic	es your li	brary charges for and we users? No $^{ m X}$ Yes	cermining what kinds of hich ones are available If so, please attach.
25.	issue	any of the of chargin	state legislation in	your state address the rary services? Please
	Sta _X_Sta Sta Sta	ite legislate legislate legislate service. Ite legislate Eligibitation in the service	ation prohibits chargi rvice. lity for state aid is based service, but "basic" libra	fees for service. fees for service. rging fees for basic ng fees for any public on the provision of free basic ry service has not been defined. is not specifically prohibited.
26.	Are you	ı experiend	•	/pressure from decision
	X Yes	No		
	Commer	nts: See	attached.	
27.	Please	tell us a	nything else that would	d help other ULC member

libraries understand the situation in your library regarding charging user fees for some services.

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know! 103



- Public use Apples/PC's: first 10 pages of printing free; thereafter .15/page

 Braille production: first 10 pages free, thereafter .20/page if patron does work. If Special Needs staff do the work, there is a labor charge of \$14.00 per hour, plus .20 per page. The labor charge is waived for non-profit agencies serving the disabled.

 Costs of obtaining documents from outside vendors are passed on the patron.
- 24. The system's philosophy is to reduce the risk of developing information rich and poor populations within our community by charging only for services which are "conveniences" rather than primarily library services. We do not charge fees for ILL (other than census microfilm rental), even if the lending library imposes a fee. We only charge for faxes from other branches if the patron decides to keep the material. We don't charge for intrabranch loans. These policy decisions reflect our desire not to penalize our patrons for our decisions not to duplicate reference materials in all branches or purchase titles for which there is only a limited demand. Local property taxes comprise the bulk of our funding; this means our patrons have already paid for the services we offer. Although the library system is located in an affluent community, we feel it is crucial that both children and adults have ready access to the information they need to become and remain lifelong learners.
- 26. The county commission is interested in the potentially significant revenue which can be generated by charging for library services, thereby reducing the amount of support required from local funding sources. We have responded with offers to explore and develop avenues for major fundraising so that services can remain free or carry only the existing minimal charges.



Plea	sə return us	ing enclos	ed, postage-paid enve	lope by 5 N	farch 19.	93.		FEES
1.	Library	Name _	Louisville Fre	e Publi	c Libr	ary	Date	2/24/93
2.	Name of	Person	Completing Sur	vey M	archel	.l Host	:e	
3.	Phone	(502)	561-8601	Fax	(502)	561-86	557	
The of ser when much	e intent fees no vices t ther or th. Plea	of this of the of the not you ase be	s Frequent Fast g charged by public. For ir library pres as specific as dollars per us at all, pleas	Facts S ULC men each it ently cl possibl e, etc.	Survey aber 1 arges abou	is to ibrariatow, part the vour 1	take allowed to take a formation of the contract of the contra	r various indicate if so, how s, e.g., X
							Amount	<u>2</u>
4.	X_No	Yes	Placin	g Reserv	res			
5.	No	X Yes	Photoce	pies		See A	Attach	ed Response
6.	No	X Yes	Online	Searchi	ing	Cost	Recov	ery Charge
7.	<u> </u>	Yes	Video 1	Borrowin	ng	_		
8.	X No	Yes	Librar	y Tours				
9.	X No	Yes	Meetin	g Room (Jse			
10.	Nо	Yes		(User's				hibits (See
11.	No	_X_Yes		(Libran aterials		See A	Attach	ed Response
12.	Nо	X Yes	ILL to	Patrons	5	Cost	Recov	ery Charge
13.	_X_No	Yes		Borrowi ibrary	ing			
14.	_X_No	Yes	Story 1	Hours				
15.	_X_No	Yes	Librar	y Progra	ams			
16.	XXXXX	XXXXXXX	karkas Kxxxxxxxxxxx Kxxxxxxxxxxxxxxxxxxxxxxx	it x x 4 4 / 1 0	X KK			
17.	XXXXXX XXXXXXX XXXXXXX	(XXX <mark>XXX</mark> XXXXXXX XXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
18.	No	Yes	Books	on Tape	-	105		

Page	2			FEES
19.	X No	Yes	Renew Materials	
20.	X No	Yes	Loan Extension	
21.	No	Yes	Library Cards	See Attached Response
22.	X_No	Yes	Reference calls	
23.	fines.	rrencry charde	e a ree and amount cha parate sheet if neces	ry services for which arged. Do not include ssary
24.	Do you servic	have a policy	//rationale for deter	rmining what kinds of ch ones are available If so, please attach.
25.	Does a issue	ny of the star	te legislation in vo	our state address the ary services? Please
	X Sta	te legislation te legislatio ervice.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comment	ts:		
26.	Are you makers	experiencing in your area	increased interest/p to charge fees for l	ressure from decision library services?
	Comment			
27.	TINE OF	res understand	ing else that would he the situation in your some services.	nelp other ULC member our library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



LOUISVILLE FREE PUBLIC LIBRARY URBAN LIBRARIES COUNCIL FREQUENT FAST FACTS SURVEY

RESPONSE - # 5. X Yes -- Photocopies

Rates for photocopying -

- \$.10 per copy made from paper original
- \$.20 per copy made from microform

RESPONSE - #10. -- Faxing (User's Materials)

Only library materials are to be photocopied and faxed or mailed to an individual or business requesting the materials. The library does not fax personal information or materials nor does it fax library materials to a third party.

It is recognized that this policy may not at times meet the needs of certain programs or projects. Managers retain the option to decide in such cases that the general policy may be adapted to the special needs of the situation.

RESPONSE - #11. X Yes -- Faxing (Library's Materials)

It is the intent of this policy that the service of photocopying, faxing, and mailing of library materials be easily available to all individuals, businesses, and institutions who do not have a delinquent status with the Library.

Local Fax -

- \$2.00 for 1 to 10 pages
 - 3.00 for 1 to 20 pages
 - 4.00 for 1 to 30 pages
 - 5.00 Maximum charge
 - Plus photocopying charges

Long Distance Fax -

- \$3.00 for 1 page
 - 2.00 each for pages 2 10
 - 1.00 each after page 10
 - Plus photocopying charges

LOUISVILLE FREE PUBLIC LIBRARY URBAN LIBRARIES COUNCIL FREQUENT FAST FACTS SURVEY

RESPONSE - #21. X Yes -- Library Cards

Resident Borrowers

Any individual who lives, works, goes to school or owns property in Jefferson County is eligible for a library card. Identification must be presented with name and current address. Non-residents who qualify for a card must have verification that they do work, go to school, or own property in Jefferson County. Family members, spouses and children living at home, are also eligible for a card with identification and verification.

Non-Resident Borrowers

People not eligible for a free library card may pay a fee of \$25.00 for one year's library priviledges. They must present identification with name and current address. The card is issued for twelve months from the current date no matter how long the patron's stay in Jefferson County. Family members can also use the paid card during the year.

RESPONSE - #23. Other library services charged for.

Floppy Disks, patron's use for downloading -- \$3.00 each.

Reference Letter, used in genealogy search -- cost recovery.



Please return using enclosed, p	ostage-paid envelope by 5 March 1.	993. FEES
and T	is Shelby County Püblic Libr nformation Center npleting Survey <u>Stacey</u>	
3. Phone 901-725-8855	Fax 901-72	25-8883
of fees now being of services to the pub whether or not your 1 much. Please be as a cents per day, Y dol	equent Fast Facts Survey harged by ULC member lic. For each item be ibrary presently charge pecific as possible abolars per use, etc. If all, please cross out	libraries for various elow, please indicate s a fee, and if so, how ut the charge, e.g., X your library does not the entire question.
		<u>Amount</u>
4Yes	Placing-Reserves-	
5. No Yes	Photocopies	\$.20/page
6. No Y Yes	Online Searching	varies with database
7. No x Yes	Video Borrowing	\$1.50 per video/3 day checkou
8. <u>x</u> No <u>Y</u> es	Library Tours	
9. <u> </u>	Meeting Room Use	free non profit \$25_00hour/profit_organization
10. X NoYes	Faxing (User's Materials)	
11. X No Yes	Faxing (Library's Materials)	
12. X No Yes	ILL to Patrons	
13. X No Yes	ILL to Borrowing Library	
14. <u>X</u> NoYes	Story Hours	
15. <u>Y</u> No Yes	Library Programs	
16NoYes	Building-Rental (Other than Meeting Room)	<u></u>
17Yes	Use-of-Rental Collections	<u>. </u>

08 18. No X Yes Books on Tape

Page	2		FEES
19.	X No Yes	Renew Materials	
20.	NoYes	Loan Extension	
21.	NoYes	Library Cards	first card free \$1.00/duplicate card
22.	NoYes	Reference calls	
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24.	Do you have a polic services your librar	V Charges for and whi	rooms. rmining what kinds of ch ones are available If so, please attach.
25.	Does any of the sta	te legislation in yo	our state address the cry services? Please
	State legislationState legislation service.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comments:		
26.	makers in your area	increased interest/p to charge fees for l	ressure from decision ibrary services?
	YesNo		
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27.	Please tell us anyth libraries understand charging user fees f	i the situation in vo	nelp other ULC member our library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

110

ERIC

	Library	Name Metro	politan Library System	Date 3/1/7.
2. 1	Name of	Person Com	pleting Survey $P + U$	- LITTLE
3.	Phone	(405)235 - 057	1 Fax (405)	236-5219
of serve whet much cent	fees national representation of the contract o	ow being conthe public not your land see be as see day, y dollary.	equent Fast Facts Survey harged by ULC member it ic. For each item be ibrary presently charges pecific as possible about all, please cross out to	libraries for various low, please indicates a fee, and if so, hout the charge, e.g., your library does no
				Amount
4.	№	Yes	Placing Reserves	
5.	No	Yes	Photocopies	15 CENTS/PI
6.	No	Yes	Online Searching	ACTUAL COST AF
7.	No	Yes	Video Borrowing	
8.	No	Yes	Library Tours	
9.	No	Yes	Meeting Room Use	\$ 10, HOUR
10.	No		Faxing (User's Materials)	,
11	No	Yes	Faxing (Library's Materials)	
12.	No	Ŷes	ILL to Patrons	
13.	Мо	Yes	ILL to Borrowing Library	
14.	Х	Yes	Story Hours	
15.	No	Yes	Library Programs	
16.	No		Building Rental (Other than Meeting Room)	
17.	No	Yes	Use of Rental Collections	
	_	Yes		

Page	2			FEES	\$
19.	No _	_Yes	Renew Materials		
20.	XNo _	_Yes	Loan Extension		_
21.		_Yes	Library Cards		
22.	XNo _	_Yes	Reference calls		- -
23.	you ourr	CIICTA CHATA	cify all other librar e a fee and amount cha parate sheet if neces	rand Do mak imalia	h e
24.		AOMT TIDIGI	y/rationale for deter y charges for and which ers?NoYes]	mb '7	
25.	Does any issue of check the State State serves	of the stacharging for answer that legislation legislation income.	te legislation in your ees for public library at applies best. In doesn't address fee n permits charging fe on prohibits charging no prohibits charging	ur state address the ry services? Please s for service. es for service. ng fees for <u>basi</u>	e e 2
	Comments				
26.	1.	. Your area	increased interest/pr to charge fees for 1. FIREALLY MO AYING FINANCIA	ibrary services?	
27.	Please te libraries	ll us anyth understand	ing else that would he the situation in you for some services.	. 7	

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Metropolitan Library System

April 9, 1992

Planning Services Office

BASIC SERVICES UTILIZED IN FULFILLING THE MISSION, ROLES AND LONG RANGE PLAN OF THE SYSTEM

1. Lending materials

2. In-library use of materials by clients

3. Information delivery by staff

4. Information delivery by technology, patron self-help

5. Information, education, community development delivery through programs.

DEFINITION OF BASIC SERVICES

- 1. May be accessible in person, by telephone, remote computer access, inside or outside library owned/operated facilities, telefacsimile, CD-ROM network, cooperating other organizations, or combinations thereof.
- 2. Are relevant to needs of a broad spectrum of individuals in the community. This can include major age groups, geographical residential areas and those who live in it, students, and so forth.
- 3. Are clearly related to fulfilling the library's long range plan objectives, adopted mission statement and individual services roles of each library.
- 4. Are of a nature that a client can sustain a high level of quality services and client satisfaction over long periods of time, in times of varying levels of staffing and community conditions, including economic.
- 5. Are not designed to serve organizations. May be designed to reach major clusters of targeted groups of individuals through cooperation and chaneling service efforts with agencies that can provide direct contact with these individuals.
- 6. Are conducted with the usual staff, materials, and other resources of the library system.
- 7. Special fees may be charged for some basic services. However, the fees should be for identifiable, measured, and assignable direct costs; i.e., mailing, materials, staff time. General administrative, publicity, marketing and other such costs may not be charged to the services. Strenuous efforts should be made to charge the smallest fees possible for basic services.
- 8. Includes necessary peripheral services resources that make the basic



services possible or enhance them.

Metropolitan Library System

April 9, 1992

Planning Services Office

BASIC SERVICES AND FEES

Fees for Basic Services (continued)

Purposes for Charging Fees for Basic Services

1. To encourage client response

For example:

- .1 overdue fines on loans of materials large enough to motivate timely, or at least ultimate, return of borrowed materials;
- 2. To fund the assignable direct costs through fees at a level that minimizes the probability that the extent and quality of the service in any given year is assured at the levels needed, and not constrained by the overall budget of the library system. The income from fees can grow and support the service as demand for the service grows, rather than rely on income from taxes and income development sources that may not be timely enough to provide the needed support on a continuing basis.

For example:

- .1 If costs of delivery accelerate in a given year, the assignable direct costs of delivering system reserves through the delivery system could be added to current system reserves fees to assure that needed delivery continued (though other areas of library activities might experience reducations as a part of the budget crisis).
- .2 As reserves continue to grow at a rate faster than the level of income of the library system grows, the growth itself becomes a larger and larger service to fund. A fee for basic reserves can help alleviate the overall financial burden of reserves and grow in size as the size of the reserve service grows.



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Pieas	e return u	sing enclosed, p	ostage-paid envelope by 5 March 1993.	FEES
			MI- DADE PUBLIC LIBRARE	
			mpleting Survey $R.$ S, R	
з.	Phone ((<u>305) 37</u>	5-5026 Fax (305)	375-5545
of serv whet much cent	fees n vices t ther or . Ple s per	ow being of to the pub not your l ase be as s day, Y dol	requent Fast Facts Survey is charged by ULC member lib clic. For each item below item below in the charges a specific as possible about lars per use, etc. If you all, please cross out the	raries for various w, please indicate fee, and if so, how the charge, e.g., X ur library does not
				<u>Amount</u>
		Yes	Placing Reserves _	
5.	No	Yes	Photocopies _	154
5 .	No	Yes	Online Searching _	
7.	No	Yes	Video Borrowing _	
3.	No	Yes	Library Tours	
∍.	No	Yes	Meeting Room Use	
10.	No	Yes	Faxing (User's Materials)	
11.	No	Yes	Faxing (Library's Materials) _	
12.	~_No	Yes	ILL to Pacrons	
13.	<u>√</u> No	Yes	ILL to Borrowing Library	
14.	No	Yes	Story Hours	
15.	No	Yes	Library Programs	
16.	No	Yes	Building Rental (Other than Meeting Room)	
17.	No	V Yes	Use of Rental Collections	NO FEE
18.	\sqrt{No}	Yes	Books on Tape	

Page	2	FEES	
19.	No Yes	Renew Materials	
20.	No Yes No Yes Yes	Loan Extension	
21.	Yes Yes	Library Cards	
22.	No Yes	Reference calls	
23.	10d odilencity chald	cify all other library services for which e a fee and amount charged. Do not include parate sheet if necessary	
24.	Do you have a polic services your librar at no cost to the us	y/rationale for determining what kinds of cy charges for and which ones are available ers? Not Yes If so, please attach.	ING
25.	Does any of the sta	te legislation in your state address the	
	State legislation service.	n doesn't address fees for service. n permits charging fees for service. on prohibits charging fees for <u>basic</u> n prohibits charging fees for any public	
	Comments:		
26.	Are you experiencing makers in your area	<pre>increased interest/pressure from decision to charge fees for library services?</pre>	
	YesNo		
	Comments:		
27.	Please tell us anyth libraries understand charging user fees f	ing else that would help other ULC member the situation in your library regarding for some services.	

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC



Milwaukee County Federated Library System

March 1, 1993

Urban Libraries Council 1800 Ridge Ave. Suite 208 Evanston, IL 60201

Dear Ms. Rodger,

In reference to the URBAN LIBRARIES COUNCIL FREQUENT FAST FACTS SURVEY... The Milwaukee County Federated Library System (MCFLS) is a state-funded public library system providing cooperative services for fifteen autonomous libraries including the City of Milwaukee Public Library. We own and operate the computer system for all members, provide delivery, etc.

Since MCFLS is a member organization, the answers to the questions on the ULC survey differ from library to library. Rather than sending you an invalid survey, I'll share a bit of information regarding the situation in Wisconsin. An Wisconsin Attorney General's opinion interprets the state statutes as prohibiting charges for basic services. In practice this means that libraries can have rental collections, but all materials in these collections must also be available in a free collection (rental collection for convenience only).

Most libraries that were charging for video tapes discontinued the practice based on the AGs opinion. Lots of small fees are charged for things like replacement cards (typically about \$.50) and reserves (\$ 0 - \$.50 in our system). A basic level of data-base searching is available at no cost. The Milwaukee Public Library Foundation maintains a "premium" reference service that can offer more in depth services. (Kate Huston, the Milwaukee City Librarian may well report this to you since MPL is also a ULC member).

DIRECTOR Bill Wilson

TRUSTERS

Mr. Thomas G. Kutchera, President Ms. Jacobs on Lactrotx, Vice President Mrs. Vivian ... Guzmiczak, Treasurer Ms. Josef Malions Mr. Jacobs M. Masłowski

Mr. sichara — Maslos Surv. Penny i odeil Rep. Rosematy P. fter

COOPERATING MEMBER LIBRARIES Brown Pier, White Lubrary 55 to W. Bristick Rd. Brown Peer, WT 53223 Cudany Public Labrary 4665 S. Packard Ave. Cudahy WI 53140 Frinklin Public Labriery 9229 W. Lakimis Rd. Trankin 31 23132 Greenaule Lastic Labrary 5647 Brond 51 preendance AT 13124 coverfield other Library ng 18 William Stone Ad freentical AI (322) Hales of more outside Labrary 5555 5 1120 50 Hay Tomos Al (313) Milanukar : No. Lanner \$14 W. Wisconsin Ave. Miniature 31, 53233 Sorth State Labour. 15 No. in Washington Pd. dendane 34 83217 accined Data Lorary self N. Howard Need Oak Creek WI 53154 St. Francis Dibital Labrary 4240 S. Sadanson Ave. St. Comers of S1738 Cartagorea, the farmer 2030 For rewood Plad Son Access (41 / 3211) when we have the collections . Table . Will M. Comp. 104, 53177

And the second of the property of the second of the second



Photocopies seem to manage to escape the basic service definition. Copies, typically at \$.10 - \$.15 a page are often profit makers. In general, meeting room use and story hours are free although some charges are levied for large auditorium facilities and some small fees are assessed for materials for crafts project for children on occasion.

Libraries are definitely under severe pressure tree institute additional fees. So far, the AGs opinion has kept many fees or basic services from being imposed. However, it may be only a matter of time before somebody tests the opinion in court or changes the statutes.

Finally, I think the Fast Facts Survey is a terrific idea, and I'm sure that there will be other surveys where our input may be more valuable than it has been on this particular topic. Please don't hesitate to ask if there's some way that someone relatively nearby geographically can help out. Milwaukee is practically a suburb of Evanston you know!

Sincerely,

Bill Wilson



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Pleas	e return us	sing enclosed, po	ostage-paid envelope by 5 Ma	rch 1993	3. FEES
1.	Library	Name <u>Mi</u>	lwaukee Public Library		Date March 4, 1993
2.	Name of	Person Com	pleting Survey Ver	nora W.	McKinney
3.	Phone	(414) 286-30)25 Fax	(414)28	86-2794
of serv whet mucl cent	fees novices the ther or the	ow being on the public not your lase be as sidely do less that we have be as sidely and the second s	harged by ULC memblic. For each ite ibrary presently chape pecific as possible	per li em bel arges a about If vo	is to take a snapshot braries for various ow, please indicate a fee, and if so, how the charge, e.g., X our library does not a entire question.
					Amount
4.	ио	_X_Yes	Placing Reserve	es _	\$.50 per title
5.	No	Yes	Photocopies	_	\$6 plus \$.25 per page (InQuir
6.	No	_X_Yes	Online Searchi	ng _	\$10 plus connect time (InQuir
7.	<u>X</u> No	Yes	Video Borrowin	а .	
8.	X No	Yes	Library Tours	-	
9.	X No	Yes	Meeting Room U	se _	
10.	No	Yes	Faxing (User's Materials		
11.	No	Yes	Faxing (Librar Materials	y's) _	\$6 plus \$1 per page (InQuire) \$.50 per page
12.	No	X Yes	ILL to Patrons	_	\$6 (InQuire)
13.	X No	Yes	ILL to Borrowi Library		
14.	X No	Yes	Story Hours	-	
15.	X No	Yes	Library Progra	ms _	
16.	_X_No	<u>X</u> Yes	Building Renta (Other the Meeting R	an	Centennial Hall Complex, 700-person auditorium & 2 smaller rooms \$50 per hour
17.	No	Yes	Use of Rental Collection	ns _	\$1 per title/7 days
18.	X No	Yes	Books on Tape		

119

Page 2			FEES
19. <u>X</u>	Yes	Renew Materials	
20. <u>X</u>	No Yes	Loan Extension	
21. <u>X</u>	No Yes	Library Cards	
22	No _X_Yes	Reference calls	\$40 per hour (InQuire).
7	you currently charde	cify all other librar a fee and amount char parate sheet if neces	y services for which rged. Do not include sary
2	services your librar	//rationale for deter y charges for and whice ers?NoYes I	th ones are available
	Does any of the starissue of charging for check the answer tha	te legislation in you ees for public libran at applies best.	ur state address the ry services? Please
- - -	<pre>State legislation X State legislation service.</pre>	n doesn't address fee n permits charging fe on prohibits chargi n prohibits charging	es for service. ng fees for <u>basic</u>
c	Comments:		
26. A:	re you experiencing makers in your area	increased interest/pr to charge fees for l	essure from decision ibrary services?
-	X YesNo		
C	Comments:		
<u>.</u> L	Please tell us anyth Libraries understand Charging user fees f	ing else that would h I the situation in you for some services.	elp other ULC member ur library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!





URBAN LIBRARIES COUNCIL FREQUENT FAST FACTS SURVEY

23. The Milwaukee Public Library provides in-depth research to clients for a fee of \$40/hour, \$6.00 for Document Delivery, and a fee for online searching. The fee is dependent upon the database searched. Express mail, copying, telefax and telephone charges are added when appropriate. Rush/special handling requests include a 20% surcharge.

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Thorough

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InQuire's research team begins each project by listening to your needs and time constraints.

Your options and costs will be outlined Your project will be carefully analyzed Your request will be kept confidential

Varried Research Services

you decision-making strength.

nformation is power. It gives

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you attain both professional

using printed indexes, computer databases and more. Document Delivery In-Depth Research

including books, photocopies of journal articles, patents, government publications, standards and specifications.

Online Searches

utilizing more than 300 databases.

money, not having information is even

more costly.

good information costs you time and

and personal goals. And although

based on specialized business informa-

tion services that the library began developing in the 1970s to serve

Research Services is a comprehensive, confidential information service. It is

InQuire-Milwaukee Public Library

Millions of Pacts inquire has at its disposal the vast resources of a major metropolitan

U.S. and British patents Industry standards

Military specs and standards

Books, journals, government publications: more than 3 million Specialized research materiats, such as the Local History and

Great Lakes Marine collections

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standing information centers.

need quickly and efficiently. When

you need information for business

reasons or for personal concerns..

research at Central Library or the Central Library Drive-in Arrangements also can be made to have your courier pick up Window, 755 N. Fighth St

Monday through Friday, 8:30 a.m. to 5:00 p.m.

(414) 228-3964

Milwankee, Wisconsin 532334-2385 814 West Wisconsin Aremic

Rate schedule available upon request

Allwandee Public Library Research Services



RATE SCHEDULE

Research Rate \$20/first half hour \$40/first hour

Online Searches
Rates vary with database used.

Document Delivery \$6 per citation, plus 25 cents per page.

Express mail, copying, telefax and telephone charges added when appropriate.

Rush/Special Handling requests include 20% surcharge.

Requests from out-of-state users may be subject to additional charges.

Monday through Friday 8:30 a.m. to 5:00 p.m.

(414) **278-396** Telefax (414) 278 2E

814 West Wisconsin Avenu Milwankec.Wisconsin 53233-238



Pieas	se return u	sing enclosed, p	oostage-paid envelope by 5 March 19	993. FEES
			eapoles Public Librar	, , , , , , , , , , , , , , , , , , ,
2.	Name of	Person Co	mpleting Survey 505An	S GOLDBEN 6
3.	Phone	612-372	2-6611 Fax 612	372-6623
ser whe muc	rees n vices d ther or h. Ple ts per	ow being to the public not your lase be as day, Y do	requent Fast Facts Survey charged by ULC member of the solic. For each item be library presently charges specific as possible about 11 all, please cross out to	libraries for various elow, please indicate a fee, and if so, how ut the charge, e.g., be your library does not
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4.	\overline{X}^{No}	Yes	Placing Reserves	/ A.O. O
€ 5.	No	<u>×</u> Yes	Photocopies	10 4/page madure + Co
6.	<u>X</u> No	Yes	Online Searching	First 8 minutes free
7.	X No	Yes	Video Borrowing	
8.	<u>×</u> no	Yes	Library Tours	
- 9.	No	Yes	Meeting Room Use	yes To Profit making
10.	Nо	Yes	Faxing (User's Materials)	NA
ß 11.	No	Yes	Faxing (Library's Materials)	
12.	<u>X</u> 40	Yes	ILL to Patrons	
13.	No	XYes	ILL to Borrowing Library	Outside MN-\$10 pm
14.	<u>×</u> No	Yes	Story Hours	
15.	$\overline{\chi}$ No	Yes	Library Programs	
		Yes	Building Rental (Other than Meeting Room)	
		Yes	Use of Rental Collections	
4 18.	No	Yes	Books on Tape	127

Page 2			FEES
19. <u>×</u> No	Yes	Renew Materials	
20. <u>×</u> No	Yes	Loan Extension	
21. <u>X</u> No	Yes	Library Cards	
22. <u>X</u> No	<i>l</i> es	Reference calls	
fines. At	iciy charde	cify all other libra a fee and amount ch parate sheet if nece	ary services for which arged. Do not include essary
BOT ATCRR A	our librar	V Charges for and wh	ermining what kinds of ich ones are available If so, please attach.
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State 1 X State 1 Servi State 1	egislation legislation .ce.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> g fees for any public
Comments:			
26. Are you exp makers in	eriencing your area	increased interest/p to charge fees for	pressure from decision library services?
<u>X</u> Yes	No		١٨
27. Please tell libraries	formation I us anyth: understand	Services + raised	Interest " to have a some of the barries on that service help other ULC member in our library regarding
Dee Fees r	charges	s 3chedule.	

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additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have

Policy #1126.1

Section: Librar

Library Services

Subject: FEES AND CHARGES - 1993

Page 1 of 4

Adopted: December 2, 1992

INFORM RESEARCH SERVICES \$60.00 per hour (\$15.00 minimum)

plus incidentals at cost online charges, photocopying, facsimile, long distance telephone, etc.

RUSH SERVICE

Additional \$10.00 per hour in hourly increments

DELIVERY

FAX

\$.50 per page

U.S. Mail

Actual cost

Outside Courier

Actual cost

PHOTODUPLICATION SERVICES

Photocopies (In-House)

From hard copy - Copy Machine Charge

From Microform - Reader-printer charge

Commercial Photographic Reproduction (when off-site services are required)

Actual cost to MPLIC, including first negative,

plus \$7.00 service charge per item.

Volume Discount

(More than 50 items per order)

\$5.00 service charge per item

Whenever a request generates a negative not already held by MPL, the patron is also charged for the negative which remains the property of MPL. If the item is not to be kept by MPL, the negative may be given to the requester. There is no additional service charge for multiple copies of an item in the same order.

INFORM DOCUMENT DELIVERY SERVICES

Copy service

\$7.00 per item plus \$.25 per print over ten

Patent Copy Service

\$10.00 per item plus \$.25 per print over ten

Monthly Billing Options

\$1.00 discount per item if <u>20</u> or more within a calendar month

\$2.00 discount per item if 30 or more within a calendar month

NOTE: Large one-time orders also receive these discounts

RUSH Service

\$5.00 surcharge per item (Same day service often possible without RUSH)

Delivery Charges (apply to above services)

FAX

\$.50 per page

U.S. Mail

Actual Cost

Outside Courier

Actual Cost

ERIC

Full liest Provided by ERIC

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FEES AND CHARGES - 1993

Policy #1126.1

CIRCULATION SERVICES	
Interlibrary Loan (Charge to institutions outside Minnesota)	10.00 per transaction No Charge
Registration	140 CHAI GE
Deposit Card\$3	30.00 per card (\$5.00
n	on-refundable service fee)
Paid Card (MELSA-wide fee)	60.00 per year
Lost card replacement	1.00
Fines	
Adult materials	\$.25 per day (\$7.00 max.)
Juvenile materials	NO CHARGE
Special Permit materials	\$1.00 per day (\$12.00 max.)
Replacement Charges*	
Books, lost	
Adult fiction	l 4.00 per book
Adult non-fiction	
Juvenile 1	l 2.00 per book
Special permit materials	LIST PRICE
Automobile Shop Manuals	32.50 per book
Cassettes	7.50 per cassette
	I 0.00 per set
Compact disc	2.00 per compact disc
	35.00 each
	29.00 per volume
Films, 16mm	LIST PRICE
Filmstrip (adult or J/)	27.00 each
Government documents	9.00 per document
Magazine	5.00 per issue
Magazine, Bound (adult or J/)	30.00 per volume
Map Microfiche	2.50 each
Music (other than sheet music) - same as adult non-fiction	1.50 per sheet
Newspaper	0.00 '
One shots	9.00 per item
Phonodisc (with or without book)	5.00 per copy
Pictures charged on MAX	7.50 each
Sheet music (i.e., scores of 50 pages or	6.00 per envelope
less in /M or /Z classification)	5.00 aach
Vertical File material	1.00 each
Videocassettes	25 00 each
	.0.00 E#011

*A standard price has been adopted for replacement of adult and juvenile books and sheet music in order to make the pricing of materials less time consuming for the Library and still provide a fair replacement charge for most materials. If a patron believes he/she is undercharged or overcharged for a book, the current edition of Books in Print should be consulted and the price for the least expensive hardcover edition listed should be charged. If the title is not listed or item is not a book, contact the Acquisitions Department (372–6653) for a price. Charges are not made for acquisition, cataloging, and processing.



FEES AND CHARGES - 1993

Policy #1126.1

3.00 per day per title

Call agency for charge

DAMAGE AND REPAIR CHARGES

The following schedule is used only for material that is returned in damaged condition. These charges should not be used when calculating charges for material that has not been returned.

Cover separated from pages No charge

Charges should be made only for materials which appear on the price lists. The price list should cover most of the circumstances which occur. In unusual circumstances, consult your supervisor.

MPLIC CATALOGS AND OTHER PUBLICATIONS

TO BE DETERMINED Film Catalog\$ 20.00 plus \$5.00 service charge (postage & handling) MPLIC Periodicals List\$ 20.00 plus \$5.00 service charge (postage & handling)

CENTRAL LIBRARY FILM & VIDEO DESK

Fines

Film cans not returned with film \$.50 per day, each .25 per hour .10 per day .60 per day Printed guides to films, slides, filmstrips10 per day Reels, carrying cases50 per day Slides10 per day/per slide

(\$12.00 maximum)

Damaged Visuals (Films, filmstrips, videocassettes, slides) Repair, commercial Cost to Library 16mm black & white or color (replacement footage) Cost to Library Slides, glass cover \$1.00 per slide Replacement price less depreciation Original purchase price Videocassette plastic carrying case \$ 2.00 each

MISCELLANEOUS FEES AND CHARGES

Bicycle storage (bicycles removed from racks after 24 hours) \$5.00 per day MPL plastic bag25 each NSF (non-sufficient funds) Check 15.00 each PUBLIC LOCKERS10 each Storage of materials removed from public lockers 1.00 per day (Items unclaimed within 90 days are disposed of) TYPEWRITERS

FEES AND CHARGES - 1993

Policy #1126.1

MEETING ROOMS

NOTE: Rates shown are for one hour or fraction of an hour.

MEETING ROOM	LIBRARY OPEN	LIBRARY CLOSED
Heritage Hall, Central Library	\$ 45.00	\$90.00 (\$360.00 minimum)
Room 253, Central Library	\$ 15.00	Not available
Room 310, Central Library	\$ 15.00	Not available
Community Libraries	\$ 15.00	Not available

STUDY CARRELS\$30.00 per 3-month application period

FEE FOR USE OF LIBRARY PROJECTORS

NOTE: The ability of the representative of the group who is to act as a projection must be verified by the Library's Film and Video staff. Appointments for training and/or clearance of projectionist's skills should be made well in advance of the program date. Call the Film and Video Desk (372-6558) after the meeting room and projector have been booked.

PAYMENT OF FEES

Full rental charges for any meeting must be paid not later than 48 hours before date of use or reservation will be cancelled. Make checks payable to the Minneapolis Public Library.



Obtain information packaged by the library.

Users whose needs are anticipated by the Library can respond well to packaged information. Packaging information is another proactive service and it overlaps with the preceding one. If information packaging is to be emphasized, the strategic choices must support coordination within the unique mix of activities and skills required to make the service a success [e.g. the user needs to consult and use the materials in the Minneapolis Communities Bibliography].

The democratic ideal asserts that all services be available for free and to all library users equally. When limited resources make this impossible, the types of services provided by the Library can be classified in terms of the user groups eligible to use them. The strategic choices concern matching types of services to user groups.

Global services.

Global services are free services for which the only eligibility requirement is that the library user be a human being. For example, anyone on earth can walk into the library, ask for reference assistance, use the catalog, read a book, etc.

Basic services.

Basic services are free services provided to recognized library card holders (in our case, all MELSA card holders). In addition to all the global services these include, for example, checking out books, and receiving a online search.

Value added services.

Value added services are those that go beyond basic services to help people use library resources. These services are too expensive to be made available to all for free. Further, they are not needed by some, they are used in unequal amounts, and they have a readily identifiable cost. Consequently, charging a cost recovery fee seems a reasonable way to make them available. Examples are photocopy service and INFORM research service. An important strategic decision is determining whether a particular service is a basic or value added one or whether it should be offered at all.

Targeted services.

Targeted services are those aimed at a specific user group or at particular needs. Examples are all of the proactive library services (such as children's story hours, exhibits and displays, bibliographies, special programs, etc.) and the development of areas of excellence in the collection. Any number of different user groups could be targeted for service based on our perception of their needs and the ability of the library to meet those needs. As the library is funded largely by Minneapolis to serve Minneapolis, the focus for targeted services is on groups with strongest ties to Minneapolis. Choosing which user groups to target and determining how to reach them are major strategic decisions.



Levels of service

1. Library Name MONT	GOMERY CITY-COUNTY LIBR	ARY(AL) Date 2-19-93
	mpleting Survey GILLIS	
	00 Fax 205/2	
services to the pub whether or not your 1 much. Please be as a cents per day, y dol	requent Fast Facts Survey charged by ULC member olic. For each item be ibrary presently charges specific as possible about a per use, etc. If all, please cross out	libraries for various elow, please indicates a fee, and if so, however the charge, e.g.,
•		Amount
4. No Yes	Placing Reserves	504 per title
5. No Yes	Photocopies	104 par congr
6. No Yes	Online Searching	occept to non-presity
7. No Yes	Video Borrowing	
8. VNo Yes	Library Tours	
9. No Ves	Meeting Room Use	\$5000 / Nor charge N
10. No Yes	Faxing (User's Materials)	NA
11. No Yes	Faxing (Library's Materials)	
12Yes	ILL to Patrons	
13. No Yes	ILL to Borrowing Library	
14. No Yes	Story Hours	
15. No Yes	Library Programs	
l6NoYes	Building Rental (Other than Meeting Room)	NA
l7NoYes	Use of Rental	NI A
,	Collections	/V //

Page 2	FEES
	yes host items cost + service change s
19.	No Yes Renew Materials
20.	No Yes Loan Extension
21.	No Yes Reference calls Replace ment of cost e
22.	The state of the s
23.	No charge Book-by mail for home bound Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary
	Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users? No Yes If so, please attach. See everyone receives equal freatment. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best.
	State legislation doesn't address fees for serviceState legislation permits charging fees for serviceState legislation prohibits charging fees for basic serviceState legislation prohibits charging fees for any public library service. Comments: Fullic Library Service policy restricts fees
	condition of State Aid
26.	Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services?
	YesNo
	comments: They haven't thought about it yet.
	Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services.
1147,64	The state of the s

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC Full Text Provided by ERIC

		ostage-paid envelope by 5 March 19	
. Library	Name <u> </u>	ULTNOMATH COUR	(13244) Tate 2/5/5
. Name of	Person Cor	mpleting Survey	1111
• Phone		Fax	
ervices no ervices to the there or uch. Please tents per	ow being of the pub not your lase be as a day, Y dol	equent Fast Facts Survey charged by ULC member lic. For each item be ibrary presently charges specific as possible about lars per use, etc. If all, please cross out to	libraries for various clow, please indicate a fee, and if so, how it the charge, e.g., X
			Amount
. <u>×</u> No	Yes	Placing Reserves	
No	<u> </u>	Photocopies	104
No	Yes	Online Searching	Cox+ + 10% ====
. <u> </u>	Yes	Video Borrowing	
. <u>x</u> No	Yes	Library Tours	
. <u>×</u> No	Yes	Meeting Room Use	
0 No_	Yes—	Faxing (User's Materials)	
1No_	Yes	Faxing (Library's Materials)	
2. $\underline{\times}$ No	Yes	ILL to Patrons	
3. <u>*</u> No	Yes	ILL to Borrowing Library	
4No	Yes	Story Hours	
5. <u>'y</u> No	Yes	Library Programs	
6No	Yes	Building Rental (Other than Meeting Room)	
7No -	Yes	Use of RentalCollections	
8No	Yes	Books on Tape	
		136	

Page	2			FEES	
19.	× No _	Yes	Renew Materials		
20.	<u></u> No _	Yes	Loan Extension		
21.	× No _	Yes	Library Cards		
22.	<u>No</u>	Yes	Reference calls		
23.	you cur	rently charge	e a fee and amount cha parate sheet if neces	ry services for which arged. Do not include ssary	
24.	· · · · · · · · · · · · · · · · · · ·				
25.	reade o	r charging r	te legislation in yo ees for public libra at applies best.	our state address the ry services? Please	
	Stat	e legislation e legislation rvice.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public	
	Comment	s:			
26.	Are you makers	experiencing in your area	<pre>increased interest/p: to charge fees for l</pre>	ressure from decision ibrary services?	
	<u> </u>	No			
27.		4.1461064116	ing else that would he the situation in your some services.	count the warm nelp other ULC member our library regarding	

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC Full text Provided by ERIC

Please return using enclosed, postag	93. FEES			
1. Library NameThe NewThe Bra		Date <u>3/1/93</u>		
2. Name of Person Comple	ting Survey Edwin S. and Direct	Holmgren, Sr. Vice President ctor, The Branch Libraries		
3. Phone (212) 340-089	3 Fax (212)	689-3193		
The intent of this Frequent Fast Facts Survey is to take a snapshot of fees now being charged by ULC member libraries for various services to the public. For each item below, please indicate whether or not your library presently charges a fee, and if so, how much. Please be as specific as possible about the charge, e.g., X cents per day, Y dollars per use, etc. If your library does not offer the service at all, please cross out the entire question.				
		<u>Amount</u>		
4. No Yes	Placing Reserves	\$.25 per reserve		
5. No Yes	Photocopies	\$.15 per copy (self service)		
6. No Yes	Online Searching			
7. No Yes	Video Borrowing			
8. No Yes	Library Tours			
9. No Yes	Meeting Room Use	\$35.00 up		
10NoYes	-Faxing (Usor's Materials)			
11NoYes	Faxing (Library/s Materials)			
12. No Yes	ILL to Patrons			
13. No Yes	ILL to Borrowing Library			
14. No Yes	Story Hours			
15. No Yes	Library Programs			
16NoYes	Building Rental (Other than Meeting Room)	Photography or video on premises for advertising. Fees negotiated.		
17NoYes	Use of Rental Collections			
18. No Yes	Books on Tape	125		

ERIC Full Text Provided by ERI

Page	2		FEES
19.	✓ No Yes	Renew Materials	
20.	No Yes	Loan Extension	
21.	<u>✓</u> No <u>Yes</u>	Library Cards	
22.	No Yes	Reference calls	
23.	you currently charge	cify all other library a fee and amount char parate sheet if neces	ged. Do not include
	Replacing a lost borrow	er's card: \$1.00; shoppin	g bags: \$.50
24.	services your librar	y/rationale for determ y charges for and which ers?NoYes I	h ones are available
25.	Does any of the sta issue of charging f check the answer th	te legislation in you ees for public librar at applies best.	er state address the Ty services? Please
	State legislation State legislation service. *Depart	n doesn't address fees n permits charging fee on* prohibits chargin rtment of Education regul n prohibits charging	es for service. ng fees for <u>basic</u> ations.
	Comments:		
26.	Are you experiencing makers in your area	increased interest/pr to charge fees for 1:	essure from decision ibrary services?
	✓ YesNo		
	Comments: Casual and	occasional.	
27.	charging user fees free services in The Bra	ing else that would he in you for some services. We anch Libraries. However, services and intend to income	ir library regarding are committed to providing The Research Libraries

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC Full Text Provided by ERIC

	n using enclosed, po	ostage-paid envelope by 5 March 1993.	FEES
Libra	ry Name Pho	penix Public Library r	Date 2/22/93
Name	of Person Com	pleting SurveyShera Farnh	am
• Phone	(602) 262-	-6392 Fax (602) 495-58	41
ervices hether o uch. Pl ents pe	to the public rot your lilease be as spring rot y doll	equent Fast Facts Survey is to tharged by ULC member librarie ic. For each item below, plantary presently charges a fee, pecific as possible about the clars per use, etc. If your library please cross out the entire	s for various ease indicate and if so, how harge, e.g., I
			mount
·Nc	Yes X	Placing Reserves .50 per i	em when picked up
Nc	Yes X	Photocopies .10 per cop	em when picked up by, self-serve coin by if done by staff
Nc	Yes X		ery for computer ch
<u>_X</u> Nc	Yes	Video Borrowing	J . /
<u>X_</u> Nc	Yes	Library Tours	
Nc	Yes X	Meeting Room Use 15.00 per	front - Branch roo hour - Central Libr. a
•Nc	Yes Yes	Faxing (User's	
Nc	Yes	Faxing (Library's	
. <u>X</u> No	YesYes	ILL to Patrons	
. <u>X</u> No	YesYes	ILL to Borrowing Library	
	Yes	Story Hours	
. <u>X</u> No			
	YesYes	Library Programs	
5. <u>X</u> No	Yes Yes	Library Programs Building Rental (Other than Meeting Room)	
5. <u>X</u> No		Building Rental (Other than Meeting Room)	d. perday

Page	2			FEES
19.	No	Yes	Renew Materials	
20.	<u>X</u> No	Yes	Loan Extension	
21.	No	Yes	Library Cards	
22.	No	Yes	Reference calls	
23.	VOU C	urrentiv chard	cify all other librar e a fee and amount cha parate sheet if neces of	ry services for which rged. Do not include ssary 12.00 per year
24.	servi	u nave a polic ces your librar	y/rationale for deter Ty charges for and whi	mining what kinds of ch ones are available If so, please attach.
25.	Does issue	any of the sta	ate legislation in vo	ur state address the ry services? Please
	st	ate legislatio ate legislati service.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comme	nts:		
26.	Are yo makers	s in your area X No	increased interest/protocharge fees for l	ressure from decision ibrary services?
2.7	5 1 -			

27. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services.

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Please return using enclosed, post	tage-paid envelope by 5 March 1	993. FEES
. Library Name	vidence Tublic hi	hrary Date March 3
 Name of Person Comp. 	leting Survey <u>Jea</u>	nne M. (errita
. Phone <u>455-8</u>	101 Fax 401	1-455-8065
The intent of this Frequency fees now being characteristics to the public whether or not your liburch. Please be as specific to the control of this Frequency of the control of this Frequency of the control of the control of this Frequency of the control of the	ruent Fast Facts Survey arged by ULC member c. For each item be rary presently charge cific as possible about the per use. etc. "F	y is to take a snapshot libraries for various elow, please indicate s a fee, and if so, how ut the charge, e.g., X
		Amount
No <u>V</u> Yes	Placing Reserves	50\$
·NoYes	Photocopies	154
NoYes	Online Searching	chy only it fee is ove
No Yes	Video Borrowing	
. <u>V</u> No <u>Y</u> es	Library Tours	
NoYes	Meeting Room Use	\$ 100/day - 50/3 do
ONoVes	Faxing (User's Materials)	\$5. chg - \$1. per
1 ^A . No Yes 1B No Yes	Faxing (Library's Materials)	only pert to other lis
2. <u>V</u> no <u>Y</u> es	ILL to Patrons	to patrons - same a
3. <u>V</u> No <u>Y</u> es	ILL to Borrowing Library	
4. <u>/</u> NoYes	Story Hours	
5. <u>/</u> No <u>Yes</u>	Library Programs	
6NoYes	Building Rental (Other than Meeting Room)	Auditorium - # 3. De
7NoYes	Use of Rental Collections	Auditorium - # 3. D. 4days - # 1anstil
8NoYes	Books on Tape	

Page	2		FEES
19.	✓No Yes	Renew Materials	
20.	\underline{V} No Yes	Loan Extension	
21.	NoYes	Library Cards	replacement only A2 -
22.	₩No Yes	Reference calls	
23.	you currently cha	arge a fee and amount c	ary services for which harged. Do not include essary See attachment
24.	services your lib	orary charges for and w	ermining what kinds of hich ones are available If so, please attach.
25.	issue of chargin	state legislation in g fees for public lib that applies best.	your state address the rary services? Please
	State legisla State legisl service.	tion prohibits charging	ees for service. fees for service. ging fees for <u>basic</u> ng fees for any public
	Comments: Law	is unclear regardi	ng fees for any service
26.	Are you experienc makers in your a	ing increased interest, rea to charge fees for	pressure from decision library services?
	YesNo		
	Comments: Na+	currently	1
27.		wthing oldo that would	

27. Please tell us anything else that would help other ULC member libraries understand the situation in your library regarding charging user fees for some services.

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



ATTACHMENT

23. Microfilm - .25 sheet

Microfilm cassettes - .25 sheet

Patents - mailing or faxing to business

- service charge \$5
- plus page charge for microprint .75

Service - Service charge \$5 for reproduction of RI Collection materials

- Service charge \$5 for reproduction of Special Collections materials

Books - Overdue (.10 day) - adult and juvenille

Take Home Art - Overdue (\$1 day)

<u>Videos</u> - Overdue (\$1 day)

Lost Books, videos, etc. - Cost of replacement



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29-4-4. Gifts for free public libraries. — In case any library, or funds for the establishment thereof, may be offered to any city or town on the condition that said library shall be maintained as a free public library, the city council of any city, or town council of any town, is hereby authorized to accept such gift in behalf of the city or town.

History of Section.

G.L. 1896, ch. 43. * 1; G.L. 1909, ch. 53. * 1; G.L. 1923, ch. 54. * 1; G.L. 1938, ch. 339. * 1; G.L. 1956, * 29-4-4; P.L. 1964, ch. 233. * 2.

Collateral References, Municipality's power to accept and administer trust for library 10 A.L.R. 1077

29-4-5. Appointment of board of trustees. — Whenever any city or town shall establish a free public library, or shall become possessed, as above provided, of any such library, the aforesaid city council or town council, as the case may be, shall proceed to elect a board of trustees, to consist of not less than three 3 members nor more than seven 7. As soon as possible after the election of the first board, the members thereof shall meet and be divided by lot into three (3) groups or classes, the terms of office of one 1, group expiring in one (1) year from the date of their election, those of another group in two (2) years, and those of the remaining group in three 3 years. With the expiration of the term of office of any member the vacancy shall be filled by the city council or town council, as the case may be, for the term of three 3 years. Vacancies occurring by resignation, removal, death, or otherwise, shall be filled as above for the unempired term thereof.

History of Section. GL 1920. on Talk 2 3 L 1935 in 209. 8 2. GL 1896. ch 40. 8 2. GL 1995 on Talk 2 GL 1956 on Dead T Fill 1964 on 200 8 2.

29-4-6. Powers and duties of trustees. — The aforesaid trustees shall take possession of said library, and shall thereafter be the legal guardians and custodians of the same. They shall provide suitable rooms for the library, arrange for the proper care of the same, choose one (1) or more competent persons as librarians and fix their compensation, and make all needful rules and regulations for the government of the library and the use of the books; provided, that no fee for the use of the books shall ever be exacted.

History of Section.

G.L. 1896. cn. 40 = 3. G.L. 1909. cn. 50. 5. 0. G.L. 1920. ch. 54. = 3. G.L. 1938. ch. 339 = 2. G.L. 1956. = 29-4-6. P.L. 1954. ch. 203. = 2.

Cross-References, Malicious injury to library property > 11-44-10 Misappropriation of library property, \$ 11-41-14 29-4-7. town and states shall be subserial city and appropriation properly certain

History of Section G.L 1896 and 42

 Donated Fu Trustees have which income if

29-4-8. A bequest, legithereof are he behalf of, an full and suffitor or other p

History of Section 4.

1. Title to Dona:
Personal or per
owned by one
trustees out time
noid such property
turn to over 10 may

PETTINS

29-5-1 Tempact 29-5-2 Computar 29-5-1 Definition

29-5-1. C enacted into k joining therei:

FEES CHARGED AT PROVIDENCE PUBLIC LIBRARY

<u> </u>	
Reserves	.50
Videos not rewound	2.00
To look up card number	- 0-
	-0-
Overdue fees per item/per day:	
Books, etc. (adult)	
Books, etc. (children)	.10
Max. charge for overdue bks.(adult)	.10
Max. charge for overdue bks. (child)	6,00
Special Permission	1.00
Take Home Art	• 25
Videos, Cameras	1.00
Lost Library Card	1.00
	2.00
3	
cov/Microfilm	
Service charge if materials left	
for clerk to do, or phone, or mail	
and per page to receive	5.00
	.25
Konica photocopy (per page)	3 #
large	.15
Microfilm 500 (per page)	.25
Fuji microfilm (per page)	.75
Microfiche 800 (per page)	.75
Magazine Reader	.75
	.75 (
	*
Service charge	5 00
plus per page to send	5.00
and per page to receive	1.00
	.25
<u>atents</u>	
Service charge	F 00
plus per page for Microprint	5.00
	.75
<u>st</u>	
Pictures (replacement)	2.50
Books, etc.:	Cost to replace
	cosc to replace
<u>vice</u>	
Reproduction of RI Collection Materials	F 00
Reproduction of Spec. Collection Material	5.00
**************	5.00
FACILITY RENTALS	
——————————————————————————————————————	
eitorium	\$300/dav
ath Meeting Room and all Branch Mtg. Rooms	\$100/dav
	¢
and Marble Staircase	\$40/hr.
	· · · · · · ·

ERIC



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Attorney General 72 Pine Street Providence, R.I. 02903 Arlene Violet, Attorney General

March 3, 1986

Ms. Fay Zipkowitz Director Department of State Library Services 95 Davis Street Providence, RI 02903

Dear Ms. Zipkowitz:

This is in response to your request for an opinion from the Attorney General as to whether it is appropriate for free public libraries to charge rental fees for the use of video cassettes by library cardholders.

Rhode Island General Law 29-14-1 et seq. (1982 Reenactment) provides for the establishment of free public libraries in the State. The statute requires any city or town who establishes such a library to elect a Board of Trustees. R.I.G.L. 29-4-5 (1982 Reenactment). The powers and duties of these trustees are described in R.I.G.L. 29-4-6:

29-4-6. Powers and duties of trustees. The aforesaid trustees shall take possession
of said library, and shall thereafter be the
legal guardians and custodians of the same.
They shall provide suitable rooms for the
library, arrange for the proper care of the
same, choose one (1) or more competent
persons as librarians and fix their
compensation, and make all needful rules and
regulations for the government of the
library and the use of the books; provided,
that no fee for the use of the books shall
ever be exacted. (Emphasis added)

_ipkowitz _ge 2 March 3, 1986

Clearly, this section of the statute evinces an intent by the General Assembly that trustees are only vested with these powers if no fee for the use of the books is exacted from cardholders. The fact that persons in the State be permitted to borrow book, free of the free library system in Rhode Island has long provided for the social and intellectual development of its citizens without discriminating on a rate charging basis.

With technological growth and development has come the avolution of new forms of communication; including microfilm, microfiche, audiovisual equipment and materials, sound recording, magnetic and other tapes. Free public libraries, keeping apace with these developments, now have many of these materials in their possession. In fact, the General Assembly itself has recognized the wide variety of materials that libraries now possess in R.I.G.L. 11-44-15 (1981). Reenactment). This statute relates to the theft and destruction of library materials and provides:

11-44-15. Injuring or destroying books and other property of libraries. - (b.) the terms "book or other library property" as used in this chapter shall include any book, plate, picture, photograph, engraving, painting, drawing, map, newspaper, magazine, pamphlet, broadside, manuscript, document, letter, public record, equipment, microform, sound recording, audiovisual materials in any format, magnetic or other tapes, electronic data processing records, artifacts, or other documentary, written, or printed material, regardless of physical form or characteristics, belonging to, on loan to, or otherwise in the custody of any library, museum, repository of public or other records institution.

In order to keep apace with the technological developments of our century, while being mindful the original purposes of establishing the free public library system, it is the opinion of the Attorney General that it is inappropriate for free public libraries to charge rental fees for videocassettes.

Very truly yours,

بينتبدا سسالبل

ARIENE VIOLET ATTORNEY GENERAL

AV/MBH/cai

ERIC

BEST COPY AVAILABLE

Please re	turn us	ing enclosed, p	ostage-paid envelope by 5 March 19	93. FEES
1. Lil	brary	Name _ 🗘	weens Botough Public	L.b. Date _ 2/23/93
2. Nai	me of	Person Con	mpleting Survey <u>Ken</u> S	sixulial Dep Dir.
3. Pho	one .	718/990	-0792 Fax 718	291-8936
of fee service whethe much. cents	es no es t r or Plea per	ow being of the pub not your lase be as start day, Y dol	equent Fast Facts Survey charged by ULC member lic. For each item be ibrary presently charges specific as possible about lars per use, etc. If all, please cross out to	libraries for various low, please indicate a fee, and if so, how it the charge, e.g., X
				<u>Amount</u>
	-	Yes	Placing Reserves	25¢ per reserve
		Yes	Photocopies	15t/page
	_	Yes	Online Searching	
7. <u>v</u>	No	Yes	Video Borrowing	·
		Yes	Library Tours	
		Yes	Meeting Room Use	
10. 📈	NO	Yes	Faxing (User's Materials)	
11. <u>/</u>	No	Yes	Faxing (Library's Materials)	
12. <u>/</u>	oki_	Yes	1LL to Patrons	
13. <u>/</u>	_No	Yes	ILL to Borrowing Library	
14. <u>V</u>	No	Yes	Story Hours	
15. <u>/</u>	No	Yes	Library Programs	•
16. –	No	Yes	Building Rental (Other than Meeting Room)	
17.	No	Yes	Use of Rental Collections	
18. <u>/</u>	No	Yes	Books on Tape	149

Page 2	FEES
19Yes	Renew Materials
20Yes	Loan Extension
	Library Cards 1 to replace card
22. No Yes	Reference calls
Joa ourrentry Challe	cify all other library services for which e a fee and amount charged. Do not include parate sheet if necessary
at no cost to the us	y/rationale for determining what kinds of cy charges for and which ones are available sers? No Yes If so, please attach.
25. Does any of the sta	ate legislation in your state address the sees for public library sorvices?
State legislation	n doesn't address fees for service. n permits charging fees for service. on prohibits charging fees for <u>basic</u> n prohibits charging fees for any public
Comments:	
26. Are you experiencing makers in your area YesNo	increased interest/pressure from decision to charge fees for library services?
Comments:	
27. Please tell us anyth libraries understand charging user fees f	ing else that would help other ULC member the situation in your library regarding for some services.
public services sho by public funds	uld be free since they are underwritten
Thank you for your help. In about 3 Frequent Fast Facts Survey, together w	30 days you will receive a copy of a summary report of this

Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have

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additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

Please return using enclosed, postage-paid envelope by 5 March 1993.			
1. Librar	y Name <u>Saint Pau</u>	l Public Library	Date <u>3-3-93</u>
2. Name of	f Person Comple	ting Survey <u>Kate Shee</u>	tz
		Fax 612-292	
The intent of this Frequent Fast Facts Survey is to take a snapshot of fees now being charged by ULC member libraries for various services to the public. For each item below, please indicate whether or not your library presently charges a fee, and if so, how much. Please be as specific as possible about the charge, e.g., X cents per day, Y dollars per use, etc. If your library does not offer the service at all, please cross out the entire question.			
			<u>Amount</u>
4. X No	Yes	Placing Reserves	
5. <u>No</u>	Yes	Photocopies	.15 b/w, .50 color
6. <u>No</u>	Yes	Online Searching	first 8 minutes free
7. <u>×</u> No	Yes	Video Borrowing	
8, <u>x</u> No	Yes	Library Tours	
9. <u>No</u>	_ ^X _Yes	Meeting Room Use	\$10 per hour
10No	Yes	Faxing (User's Materials)	\$2 per sheet
11No	Yes	Faxing (Library's Materials)	\$2 per sheet
12x_No	Yes	ILL to Patrons	
13No	_ _X _Yes	ILL to Borrowing Library	In state - \$5.00
14. <u>x</u> No	Yes	Story Hours	
15. <u>x</u> No	Yes	Library Programs	
16. <u>x</u> No	Yes	Building Rental (Other than Meeting Room)	
17No	Yes	Use of Rental Collections	
18. <u>x</u> No	Yes	Books on Tape	
		15	51

138

Page	2			FEES
19.	X No Ye	es	Renew Materials	
20.	X No Ye	es	Loan Extension	
21.	Nox_ye	es	Library Cards	.50 replacement \$ 45 /year for non-resident cards
22.	X No Ye	es	Reference calls	
23.	Jos Ourrellie	ETA CHUTHA	cify all other librar a fee and amount cha parate sheet if neces	ry services for which orged. Do not include ssary
24.	DCT ATCGG AO	ur iibrar	V COATGES for and whi	rmining what kinds of ch ones are available If so, please attach.
25.	Does any of issue of ch	f the star	te legislation in	our state address the ry services? Please
	State le Servic State le	egislation Legislatio Ce.	prohibits charging	es for service. ees for service. Ing fees for <u>basic</u> fees for any public
	Comments:			
26.	Are you expended makers in you	eriencing : our area	increased interest/p to charge fees for l	ressure from decision ibrary services?
	Yes _	x No		
	Comments:	Not at this	s time - we have in the p	past.
27.	TIME WE TOO UI	nder 2 calld	ing else that would h the situation in yo or some services.	elp other ULC member ur library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



ase return using enclos	ed, postage-paid en	velope by 5 March 1993.
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FEES

1.	Library	Name San Anto	onio Public Library	Date Feb. 22, 1993
				apatos, Main Lib. Supervisor
3.	Phone	(210) 299-779	Fax (210)	271-9497
The of ser whe muc cen	intent fees no vices t ther or h. Pleats per	of this Freque ow being chard to the public. not your libra ase be as speci day, Y dollars	nt Fast Facts Survey Jed by ULC member 1: For each item be: Ty presently charges fic as possible about	is to take a snapshot ibraries for various low, please indicate a fee, and if so, how t the charge, e.g., X
4.	ио	_⁄_Yes	Placing Reserves	Amount 1 TER TIME OR SUES (STUDENTS EXEMPT)
5.	No	_√ Yes		
6.	No	_✓ Yes	Online Searching	FREE UP TO \$10
			Video Borrowing	
8.	_v_No	Yes	Library Tours	
9.	No	Yes	Meeting Room Use	CHARGE "FOR-PROFIT" ORGS \$ 60 (1-4 HAS). NO CHARGE FOR NON-PR
10.	No	Yes		SERVICE HOT PROVIDED
11.	No	Yes	Faxing (Library's Materials)	LIMITED - LIBRARUNA'S DISCRETTIONS
12.	✓ No	Yes	ILL to Patrons	
13.	No	Yes	ILL to Borrowing Library	
14.	<u>/</u> No	Yes	Story Hours	
15.	No	Yes	Library Programs	
16.	<u> ✓</u> No	Yes	Building Rental (Other than Meeting Room)	NOT PREVIDERS
17.	Nо	Yes	Use of Rental Collections	SERVICE POT TRAVILLE
1 8.	<u>√</u> No	Yes	Books on Tape	
7"			153	3

Urban Libraries . Frequent Fast Facts Su.

19. No Yes Loan Extension 20. No Yes Library Cards 21. No Yes Library Cards 22. No Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary in February for MATRIAL DEFINITION DEFINITION TO MATRIAL DEFINITION THAT IS FOR THAT THAT IS A TO SERVICE YOUR LIBRARY CHARGES for and which ones are available at no cost to the users? No Yes If so, please attach. 25. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best. State legislation doesn't address fees for service. State legislation permits charging fees for service. State legislation prohibits charging fees for any public library service. State legislation prohibits charging fees for any public library service. Comments: 26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services? V Yes No Comments: THE CITY STICKLY ENERGES. TENERGE GENERATION."	D.	CO 2			
20. No Yes Library Cards 21. No Yes Library Cards 22. No Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary if for for There or Mattach a separate sheet if necessary if for for There or Mattach. Deficient Demont location: 24. Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users? No Yes If so, please attach. 25. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best. State legislation doesn't address fees for service. State legislation prohibits charging fees for service. State legislation prohibits charging fees for basic service. State legislation prohibits charging fees for any public library service. Comments: Comments: 26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services? Ves No Comments: The Carl Straway Encourage Terrone Genternon. 7. Please tell us anything else that would help other use libraries under the libraries and libraries under the libraries libraries under t	, 0	96 2			FEES
20. No Yes Library Cards 21. No Yes Reference calls 22. No Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary if firs for That to provide the provided provided to the provided				Renew Materials	
22. No Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. Attach a separate sheet if necessary in the fines. 24. Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users? No Yes If so, please attach. 25. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best. State legislation doesn't address fees for service. State legislation prohibits charging fees for service. State legislation prohibits charging fees for any public library service. Comments: Comments: 26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services? YesNo Comments: The ary smoothy entances fees for library services?			_		
22. YNO Yes Reference calls 23. Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary into for particular determinance of services your library charges for and which ones are available at no cost to the users? You Yes If so, please attach. 25. Does any of the state legislation in your state address the issue of charging fees for public library services? Please check the answer that applies best. State legislation doesn't address fees for service. State legislation prohibits charging fees for service. State legislation prohibits charging fees for any public library service. Comments: Comments: 26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services? YesNo Comments: The Cary should Encounted Tenepue Genterman. 7. Please tell us anything else that would help other was libraries under the libraries under the particular of the particular					d ₁ - Peru -
24. Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users? No	22	No	Yes	Reference calls	- MARCHALLERST (AND) TX30
26. Are you experiencing increased interest/pressure from decision makers in your area to charge fees for library services? V YesNo Comments: THE CITY STRONGLY ENGLIPHINE GENERATION 7. Please tell us anything else that would help other use.	24.	Do you service at no control of MA Does a issue check State St	have a poles your lib cost to the answer te legislate le	separate sheet if necession content locations: licy/rationale for determined the licy/rationale for determined the licy/rationale for determined the location in y fees for public libration doesn't address fer ion permits charging for the lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for and who was a lice ion prohibits charges for an lice ion prohib	ermining what kinds of sich ones are available If so, please attach. Tour state address the ary services? Please es for service.
7. Please tell us anything else that would help other was	26.			ng increased interest/p ea to charge fees for l	ressure from decision Library services?
7. Please tell us anything else that would help other us				STRONGLY ENCAUPAGES "Z	ENFNUE GENERATION "
	7.	Please t	ell us anyt	thing else that would h	

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have

- In counties with a library established by the county commissioners court and that spends no city funds or an incorporated library that spends no to the county population. The county library or incorporated library that city libraries that spend county and city funds are credited with serving their city populations plus a percentage of the county population living outside the cities. The percentage is the ratio of each city's population spends county funds and no city funds serves all county residents not city funds and one or more city libraries that spend county funds, the served by a city library.
- public libraries that do not spend county funds, the library that spends in counties with one library that spends county funds and one or more county funds is credited with serving the county population, less the populations of cities with public libraries. 3
- city funds, the county population living outside cities with public libraries In counties with more than one library that spends county funds and no shall be prorated among the libraries in the same ratio as the county unds are expended. 9
- educational program, the state library shall estimate the total population When school districts contract with one or more nonprofit corporations, cities, or counties for public library services as part of their students' living within the school district. 5
- Libraries that enter into agreements or contracts with counties, cities, or population under this section whether or not there is an exchange of school districts to provide public library services will be assigned 8
- entire population of the area served by a public library, the residential or correctional institution or military installation exceeds ten percent of the base population shall be subtracted from the population served by that In libraries where the population of a federal or state eleemosynary or library if these persons are served by an institutional or base library. 6
 - an exception to the population served methodology. The Board will use request in writing that the Library Systems Act Advisory Board approve its discretion to devise a method by which data from the Bureau of the Census will be used to calculate the assignment of population served. When a library believes that the acceptance of county funding would result in the assignment of an unrealistic population figure, it may <u>(</u>10
- Public Library Service, \$172
- persons residing in those political subdivisions which provide monetary support to the library. These library services include the dissemination services (locatiing and interpreting information), and admissions to the materials or information by the library to the general public during the hours of operations of all library facilities. In this context, library Library services shall be provided without charge or deposit to all services include the circulation of any type of materials, reference facility or any programs sponsored or conducted by the library. (a)

55

replacement of lost borrower cards; fines for overdue, lost, or damaged governing authority: reserving library materials; use of meeting rooms; services; library parking; service to non-residents, sale of publications; reference services on a contractual basis; photocopying; telefacsimile The following charges are permitted at the discretion of the library's materials in accordance with local library policies; postage; in-depth Q

- rental and deposits on equipment; and charges for the use of materials and machine-readable data bases not owned by the library, major resource center, or regional library system for which the vendor or supplier has charged a borrowing fee.
- individuals or organizations other than the library unless the charges are Fees may not be charged for library services on the library premises by permitted by subsection (b) of this section. ত্
- Public Library: Legal Establishment.
- in the Interlocal Cooperation Act, Texas Civil Statutes, Article 4413(32c); or as a government by charter, resolution, or ordinance; or by contract as provided for nonprofit corporation chartered by the Office of the Secretary of State for the contract with a city, county, or school district to provide free public library A public library shall be established as a department of a city or county purposes of providing free public library services, and having a current services for the city, county, or school district.
- Local Operating Expenditures. 51.74

membership criterion. A public library shall have minimum local expenditures compared to the average of local operating expenditures or to the average of per capita expenditures for the three preceding years. Libraries that expend operating expenditures. Expenditures for the current reporting year shall be maintaining or increasing local operating expenditures or per capita local A public library must demonstrate local effort on an annual basis by at least \$10.00 per capita and at least \$50,000 are exempt from this

Public Library: Nondiscrimination. 51.75

no person shall be excluded from participation in or denied the benefits of the A public library shall have on file at the state library a statement certifying that services of that library on the grounds of race, color, or national origin.

Public Library: Local Government Support. \$1.77

government sources. A public library that expends at least \$10 per capita is identical conditions without charge. Local government sources are defined as money appropriated by school districts or by city or county governments At least half of the annual local operating expenditures required to meet the exempt from this membership criterion if it shows evidence of some library expenditures from local government sources and is open to citizens under minimum level of per capita support for accreditation must be from local from their general revenue monies.

County Librarian's Certificate. \$1.78

156 county funding be eligible for accreditation unless the municipal librarian has librarian has received from the Texas State Library and Archives Commission received from the Texas State Library and Archives Commission a certificate a certificate of qualification, nor shall any municipal library that receives A county library shall not be eligible for accreditation unless the county of qualification.

BEST CRIPY AV

FEB 22 1993

Please return u	sing enclosed, p	ostage-paid envelope by 5 March 199	FEES
. Library	/ Name	Cuttle Poblic LiBrarie	1_ Date 2/25/9
. Name of	Person Cor	mpleting Survey Kobus	- may
. Phone 2	0-386-4110	Fax 206-	386-4108
The intent of fees no services to whether or nuch. Pleasents per	of this Frow being of the pub not your 1 ase be as s day. Y do	equent Fast Facts Survey charged by ULC member lilic. For each item belibrary presently charges pecific as possible about lars per use, etc. If you all, please cross out the	is to take a snapshot braries for various ow, please indicate a fee, and if so, how the charge, e.g., x
•			Amount
No	Yes	Placing Reserves	
· No	Yes	Photocopies	#.15/EACH
No	Yes	Online Searching	7
No	Yes	Video Borrowing	
No	Yes	Library Tours	
No	Yes	Meeting Room Use	
No		Faxing (User's Materials)	
No	Yes	Faxing (Library's Materials)	
No	Yes	ILL to Patrons	
No	Yes	ILL to Borrowing Library	
· No	Yes	Story Hours	
· _No	Yes	Library Programs	
No	Yes	Building Rental (Other than Meeting Room)	
No No	Yes	Use of Rental Collections	
. <u>No</u>	Yes	Books on Tape	

	FEES
OYes Renew Materials	
OYes Loan Extension	
O Yes Library Cards — non-nu	elects \$50/42
OYes Reference calls	
er please specify all other library servic currently charge a fee and amount charged. Do es. Attach a separate sheet if necessary	es for which not include
you have a policy/rationale for determining w vices your library charges for and which ones a	re available
no cost to the users? No \checkmark Yes If so, pl	40040
s any of the state legislation in your state the of charging fees for public library services the answer that applies best.	address the
s any of the state legislation in your state de of charging fees for public library servi	address the ces? Please rvice. ervice. for basic
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Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us knowledge.

charging user fees for some services.

libraries understand the situation in your library regarding



	SEATTLE PUBLIC LIBRARY POLICY #
SUBJECT:	FREE USE OF LIBRARY SERVICES
BASIC library s include a broad	information is essential to a democracy. Thus, it has been to be the policy of the Seattle Public Library to provide a services to its community free of charge. "Library serviced range of services, such as: staff assistance, lending of facilities and program events.
existing staff fill those requ negatively impa long as fee-bas regular operati charged when cu	are customers and potential customers who offer to pay for vices that exceed what reasonably can be provided free by and facilities. The Seattle Public Library would like to sests if they can be provided in a way that does not act the Library's regular operating budget. Consequently, sed service operations do not negatively impact the Library and budget, fees for value-added library services may be stomers choose and are willing to pay for customized to other expanded delivery services.
corcari imiary	ies cover, 1) the assessment of fees for non-resident use services and 2) the assessment of fees as the result of library materials.)"
	. :
	·
	•
	·

(DATE)

Please return using enclosed, po	stage-paid envelope by 5 March 1993.	FEES
1. Library Name Spots	one Public Library D	ate 2/19/93
2. Name of Person Com	pleting Survey Daniel L. Walt	ters
3. Phone (509) 625-	6770 Fax (5.91 625-6	774
services now being claservices to the publishment or not your linuch. Please be as spents per day, Y doll	equent Fast Facts Survey is to the harged by ULC member librarie ic. For each item below, placed presently charges a fee, pecific as possible about the chars per use, etc. If your library please cross out the chair	s for various ease indicate and if so, how harge, e.g., x
	<u>Ar</u>	nount
No Yes	Placing Reserves	
NoYes	Photocopies //0 /P	ace
NoYes	Online Searching	
. No Yes	Video Borrowing	
. No Yes	Library Tours	
· No Yes	Meeting Room Use Consider	NE IN NEW SIC
No Yes No Yes No Yes	Faxing (User's Materials)	Sel.
1NoYes	Faxing (Library's dor't to Materials)	Her long distance same exception
2NoYes 3NoYes	ILL to Patrons PASS ON	dans frothe
	ILL to Borrowing Library	
4NoYes	Story Hours	
4NoYes 5NoYes 6NoYes	Library Programs	
	Building Rental Consider than Meeting Room)	ren in 94)
7. No Yes 8. No Yes	Use of Rental Collections	
8. No Yes	Books on Tape 160	

Page	· 2			FEES
19.	No	Yes	Renew Materials	
20.	No		Loan Extension	
21.	No	Yes	Library Cards	
22.	No	Yes	Reference calls	
23.	Other you cu fines.	please rrently ch Attach a	specify all other librar arge a fee and amount cha separate sheet if neces	ry services for which rged. Do not include ssary
24.	Do you service at no	have a poses your like	licy/rationale for deter brary charges for and which e users? No Yes State legislation in your	mining what kinds of ch ones are available If so, please attach.
25.	Does a issue check	iny of the of chargin the answer	state legislation in your grant fees for public library that applies best.	ur state address the ry services? Please
,	Sta	te legisla ervice.	tion doesn't address fee tion permits charging fe ation prohibits chargi	es for service. ng fees for <u>basic</u>
	Commen	ibrary serves: Recent	tion prohibits charging vice. Interpretation by deport	rees for any public by St. Athry ben office
26.	maxer 5	In your ar	ing increased interest/pr rea to charge fees for 1:	openion - suggest contact of the suffice of suffice of suffice of suffice of suffice of the suff
	Yes	Nо		
	Comment	is: - Papha	. Marly user fees.	
27.			ything else that would he and the situation in you es for some services.	elp other ULC member or library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



Piease .	return u	sing enclosed, _l	postage-paid envelope by 5 March 1	993. FEES
1. L	ibrary	y Name Jole	do Lucas Cty Public Librar	Date 2/19/93
2. N	ame of	Person Co	empleting Survey <u>NANO</u>	1 FOTH
3. P	hone	(417) 259-	5381 Fax (419)	255-6725
servi wheth much. cents	ees n ices t ier or Ple per	ow being to the pub not your; ase be as day, Y do:	requent Fast Facts Survey charged by ULC member olic. For each item be library presently charge specific as possible about all, please cross out	libraries for various selow, please indicate s a fee, and if so, how out the charge, e.g., X
	/			Amount
_		Yes	Placing Reserves	
5	No	Yes	Photocopies	15 4 pu copy
6	No	_√Yes	Online Searching	5 minutes free , \$100 pu
7	No	Yes	Video Borrowing	Minuter ofthe; all citation
8	√No	Yes	Library Tours	
9	No	Yes	Meeting Room Use	
10	No_	Yes	Faxing (User's	
11	No	Yes	Faxing (Library's Materials)	30 pu page
12	\sqrt{NO}	Yes	ILL to Patrons	
		Yes	ILL to Borrowing Library	
		Yes	Story Hours	
		Yes	Library Programs	
		Yes	Building Rental (Other than Meeting Room)	
17. <u>v</u>		Yes	Use of Rental Collections	- -
		Yes		

Page 2			FEES
19. 🗸	_NoYes	Renew Materials	
	_NoYes	Loan Extension	
	No Yes No Yes		
22	_NoYes	Reference calls	
	ou currently chard	cify all other librar e a fee and amount cha parate sheet if neces	obulari tor of hear
	CT ATCED ACCT 1 LULVII	y/rationale for deter ry charges for and which sers?NoYes I	
25. D	oes any of the sta	ate legislation in you ees for public library	
_	State legislatio State legislati service.	n doesn't address fee n permits charging fe on prohibits chargi n prohibits charging e.	es for service. ng fees for <u>basic</u>
C	omments:		
26. Ar ma	re you experiencing akers in your area	increased interest/pr to charge fees for 1:	essure from decision ibrary services?
Co	Omments:		
	lease tell us anyth ibraries understand narging user fees :	ning else that would he d the situation in you for some services.	elp other ULC member ur library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!

ERIC

Please re	eturn u	sing enclosed,	postage-paid envelope by 5 March 19	93. FEES
1. Li	brary	Name To	peka & Shownee County	Public Date 2/5/93
			ompleting Survey	, ,
3. Ph	one	(913) 2	33-2010 Fax (713/233-2055
The ir of fe service whether the service with the service to the s	ntent es n ces t er or Ple per	of this F ow being to the pu not your ase be as day, Y do	requent Fast Facts Survey charged by ULC member blic. For each item be library presently charges specific as possible about the state of the state	is to take a snapshot libraries for various low, please indicate a fee, and if so, how the charge, e.g., a
				<u>Amount</u>
1	No	Yes	Placing Reserves	
·	_No	<u> </u> Yes	Photocopies	104 per Dave
·	No	<u> </u> Yes	Online Searching	First \$1000 is tree
· <u>V</u>	No	Yes	Video Borrowing	
		Yes	Library Tours	
•	No	Yes	Meeting Room Use	Only if for profit
		Yes	-Faxing (User's -Material s)	
	_No	#Yes	Faxing (Library's Materials)	
		Yes	ILL to Patrons	only it we are che
.3. <u>v</u>	_No	Yes	ILL to Borrowing Library	
.4. <u>/</u>	_No	Yes	Story Hours	
		Yes	Library Programs	
.6. <u>~</u>	_No_	Yes	Building Rental (Other than Meeting Room)	
7	_ No	<u>Yes</u>	-Use of Rental Collections	
.8. <u>/</u>	_No	Yes	Books on Tape	64

Page	2		FEES
19.	No Yes	Renew Materials	
20.	✓ No Yes	Loan Extension	
21.	<u> </u>	Library Cards	#500 charge for card out
22.	✓_NoYes	Reference calls	
23.	Jou ourrelier A Charde	cify all other librar e a fee and amount cha parate sheet if neces	ry services for which rged. Do not include ssary
24.	Der Arces Aour Tibrat	V CHARDES FOR and whi	rmining what kinds of ch ones are available If so, please attach.
25.	Does any of the sta	te legislation in yo	our state address the ry services? Please
	State legislationservice.	n prohibits charging	es for service. ees for service. ing fees for <u>basic</u> fees for any public
	Comments:		
26.	Are you experiencing makers in your area	increased interest/pr to charge fees for l	ressure from decision ibrary services?
	Yes		
	Comments:		
27.	Please tell us anyth libraries understand charging user fees fur to make production to the libraries to the	or some continuo	elp other ULC member ur library regarding as friendly as

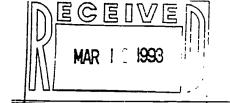
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Plea	se return u	ısing enclosed,	postage-paid envelope by 5 March 1993.	FEES
1.	Librar	y Name <u>Jul</u>	sa City County Library	Date 2/24/93
2.	Name o	f Person Co	ompleting Survey Pat Wood	rum
			7897 Fax 918 596	
The of ser whe muc	fees notices ther or the please t	of this F now being to the pu not your sase be as day, Y do	requent Fast Facts Survey is to charged by ULC member librar blic. For each item below, library presently charges a few specific as possible about the llars per use, etc. If your tall, please cross out the end	take a snapshot ies for various please indicate e, and if so, how charge, e.g., X
				<u>Amount</u>
4.	No	Yes	Placing Reserves	
5.	No	Yes	Photocopies	
6.	_∕No	Yes	Online Searching	
7.	_∕No	Yes	Video Borrowing	
8.	_∕No	Yes	Library Tours	
9.	No	Yes	Meeting Room Use	
10.	<u> </u> No	Yes	Faxing (User's Materials)	
11.	No	Yes	Faxing (Library's Materials)	
12.	No	Yes	ILL to Patrons	
13.	<u>No</u>	Yes	ILL to Borrowing Library	
14.	<u>No</u>	Yes	Story Hours	
15.	_ ✓No	Yes	Library Programs	
16.	No	Yes	Building Rental (Other than Meeting Room)	
17.		Yes	Use of Rental Collections	
18.	No	Yes	Books on Tape	

Page	2			FEES
19.	No	Yes	Renew Materials	
20.		Yes	Loan Extension	
21.	<u> ✓</u> No	Yes	Library Cards	
22.	No	Yes	Reference calls	
23.	Other please specify all other library services for which you currently charge a fee and amount charged. Do not include fines. Attach a separate sheet if necessary Info II; paid librates arch. Charge #25 per hr. plus any on-line fees.			
24.				
25.	Does an	y of the star	te legislation in	ur state address the Ty services? Please
	State legislation doesn't address fees for serviceState legislation permits charging fees for serviceState legislation prohibits charging fees for basic serviceState legislation prohibits charging fees for any public library service.			
	Comment	s:		
26.	Are you makers	in your area	increased interest/pr to charge fees for l:	essure from decision ibrary services?
		No		
	Comments	5:		
27.		oo anacrocand	ing else that would he the situation in you or some services.	elp other ULC member or library regarding

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!





Please retu ——	ırn u:	sing enclosed, po	ostage-paid envelope by 5 March 1	993. Jorry or FEES
			cester Public Libra	Date 3/8/43
2. Nam	e of	Person Com	pleting Survey Rewal	las Soleusa
3. Pho	ne	508-790	7-1090 Fax 508	-799-1652
The int of fees service whether much. cents p	ent s n s t or Ple	of this From the public of the public not your lase be as a day, Y dol	equent Fast Facts Survey harged by ULC member lic. For each item be ibrary presently charges pecific as possible about a per use, etc. If all, please cross out to	y is to take a snapshot libraries for various elow, please indicate s a fee, and if so, how ut the charge, e.g., X
				Amount
4.	No	XYes	Placing Reserves	75 ⊄
;	No	<u> </u>	Photocopies	paper - 15 \$ / microfor
·	No	Yes	Online Searching	15t \$40. free - men \$40
· ×	No	Yes	Video Borrowing	<i></i>
· <u>×</u>	No	Yes	Library Tours	
· <u>×</u>	No	Yes	Meeting Room Use	
.0	No-	Yes	Faxing (User's Materials)	
1. 🔀	No	Yes	Faxing (Library's Materials)	
		Yes	ILL to Patrons	
.3. 💢	No	Yes	ILL to Borrowing Library	
.4. 📐	No	Yes	Story Hours	
5, 🔀	No	Yes	Library Programs	
	No	<u>X</u> Yes	Building Rental (Other than Meeting Room)	We rent space in a perinu
17	No_	<u>Ves</u>	Use of Rental Collections	to another agency - sq. footing
18. 🔀	No	Yes	Books on Tape	68

Page 2		FEES	
19. <u>No</u> Yes	Renew Materials	·	
20NoYes	Loan Extension		
21. XNo Yes	Library Cards	2rd card (lost and) \$1.00 riplacement	
22. X No Yes	Reference calls		
23. Other please sp you currently chard fines. Attach a s	ecify all other libra ge a fee and amount ch eparate sheet if nece	parced Do not include	
services your libra	Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users?NoYes If so, please attach.		
25. Does any of the st issue of charging			
State legislationState legislation serviceState legislation	State legislation doesn't address fees for serviceState legislation permits charging fees for serviceState legislation prohibits charging fees for basic serviceState legislation prohibits charging fees for any public library service.		
Comments:			
26. Are you experiencing makers in your area	g increased interest/p a to charge fees for	pressure from decision library services?	
X YesNo		0 - 604.4	
fines, fees, rentals, etc. will be reduced by the Please tell us anyt libraries understar charging user fees	'A CITE STUMBLION IN A	on from library for FY94 - is income, our municipal appropriation help other ULC member our library regarding	

Thank you for your help. In about 30 days you will receive a copy of a summary report of this Frequent Fast Facts Survey, together with the responses of all libraries which participated. If you have additional ideas for ULC Frequent Fast Facts Surveys, please let us know!



lease return using encl	osed, postage-paid envelope by 5	March 1993.	FEES
. Library Name	Public Library of Youngs and Mahoning County		Date 2/24/93
. Name of Perso	on Completing Survey T	heresa A. Trucksi	s
. Phone (216)	744-8636 Fax	(216) 744-2258	
f fees now be ervices to the hether or not y uch. Please be ents per day, !	is Frequent Fast Facts ing charged by ULC me public. For each our library presently as specific as possibly dollars per use, etc. at all, please cros	ember librarie item below, pl charges a fee, le about the c c. If your li	s for various lease indicate and if so, how harge, e.g., X brary does not
		A	mount
NoX ye	es Placing Rese	rves25¢	
No _X Ye	es Photocopies	15¢	+ \$1.00 if mailed
. <u>X</u> No <u>Y</u> e	es Online Searc	hing	
. <u>X</u> No <u>Y</u>	es Video Borrow	ing	
. <u>X</u> NoYe	es Library Tour	s	
No _X_Ye	es Meeting Room		without set up set-up
0. <u>No</u> Ye	es Faxing (User Materia		\
1. X No X Ye	es Faxing (Libr Materia		achment
2. <u>No X</u> ¥€	es ILL to Patro		material supplied ending library's cha
3. <u>X</u> No <u>X</u> Ye	es ILL to Borro Library	wing No char	ge in-state of-state
4. X No Y	es Story Hours	·	
5. <u>X</u> No <u>Y</u>	es Library Prog	rams	
6. <u>X</u> No <u>Y</u> 6	es Building Ren (Other Meeting	than	
7. <u>X</u> No <u>Y</u>	use of Renta Collect		1
8. <u>X</u> No <u>Y</u>	es Books on Tap	e 17 0 -	

Page 2	FEES		
19. X No Yes	Renew Materials		
20. X No Yes	Loan Extension		
21. X No Yes	Library Cards		
22. X No Yes	Reference calls		
Jou currently chard	cify all other library services for which e a fee and amount charged. Do not include parate sheet if necessary		
PCT ATCES AOUT LIDIAL	Do you have a policy/rationale for determining what kinds of services your library charges for and which ones are available at no cost to the users?NoYes If so, please attach.		
25. Does any of the sta	ate legislation in your state address the		
State legislationState legislation service.	n doesn't address fees for service. n permits charging fees for service. on prohibits charging fees for <u>basic</u> n prohibits charging fees for any public		
Comments:			
makers in your area	increased interest/pressure from decision to charge fees for library services?		
Yes X No			
Comments:			
27. Please tell us anyth libraries understand charging user fees 1	ing else that would help other ULC member the situation in your library regarding for some services.		

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ERIC Arull taxt Provided by ERIC

PUBLIC LIBRARY OF YOUNGSTOWN AND MAHONING COUNTY, YOUNGSTOWN, OH

- 23. \$15 Library card which permits borrowing A/V material by out-of-county residents (current supplies are insufficient to meet demand).
 - Faxing library's material to special or corporate libraries plus 50¢ per page if out-of-state.

In-depth stock quotation research for for-profit investment companies.

\$8.55 20 minutes or less \$13.00 21 - 40 minutes \$18.00 41 - 60 minutes

24. Ohioans, through tax support, have already paid for access to in-house collections and for borrowing of those materials.

Charges are generally made if material is consumable (photocopies); service exceeds usual and customary standards; or service requires special notification (reserves).

Another reason for charging for reserves is to control unrestrained use of the service.